

Notification of Recurring Billing Cycle Adjustment

Dear [Customer Name],

We hope this message finds you well. We are writing to inform you about an adjustment to your recurring billing cycle for your account associated with [Service/Product Name].

Effective [Effective Date], your billing cycle will be adjusted from [Previous Billing Cycle] to [New Billing Cycle]. This change will allow us to provide you with enhanced services and support.

Your new billing details are as follows:

- New Billing Amount: [New Amount]
- New Billing Cycle: [New Billing Cycle]
- Next Billing Date: [Next Billing Date]

If you have any questions or concerns regarding this adjustment, please do not hesitate to contact our customer support team at [Customer Support Email/Phone Number].

Thank you for your continued support.

Sincerely,

[Your Company Name]

[Your Company Contact Information]