

Notice of Changes to Our Service Terms

Date: [Insert Date]

Dear [Customer's Name],

We are writing to inform you of some important changes to our service terms that will take effect on [Effective Date]. We continuously strive to improve our services and ensure transparency in our operations.

The key changes include:

- [Change 1: Brief description]
- [Change 2: Brief description]
- [Change 3: Brief description]

Please take a moment to review the updated terms on our website at [Website URL]. Your continued use of our services after the effective date will constitute acceptance of the new terms.

If you have any questions or concerns, please do not hesitate to contact us at [Contact Information].

Thank you for your understanding and continued support.

Sincerely,

[Your Name]

[Your Position]

[Company Name]