

Package Downgrade Notification

Dear [Customer Name],

We hope this message finds you well. We would like to inform you that we have processed your request to downgrade your service package.

Your current package will be changed from [Current Package] to [New Package] effective on [Effective Date]. This change will reflect in your next billing cycle.

If you have any questions or need further assistance, please do not hesitate to contact our customer service team.

Thank you for your continued support.

Sincerely,
[Your Company Name]
[Contact Information]