

# Payment Method Modification Request

Date: [Insert Date]

To: [Reseller's Name]

[Reseller's Address]

[City, State, Zip Code]

## **Subject: Modification of Payment Method**

Dear [Reseller's Name],

We hope this message finds you well. We are writing to inform you that we will be modifying the payment methods available for our transactions effective [Insert Effective Date]. This change is aimed at streamlining our processes and providing you with more convenient options.

The new payment methods will include:

- [Payment Method 1]
- [Payment Method 2]
- [Payment Method 3]

Please ensure that you update your records accordingly and choose one of the available options for future transactions. If you have any questions or require assistance, do not hesitate to reach out to our support team.

Thank you for your understanding and continued partnership.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]