

Notice of Contact Changes

Dear [Reseller's Name],

We hope this message finds you well. We are writing to inform you of a change in our contact information effective from [Effective Date].

The new contact details are as follows:

- **Contact Person:** [New Contact Person]
- **Email:** [New Email Address]
- **Phone:** [New Phone Number]
- **Address:** [New Address]

We kindly ask you to update your records accordingly. If you have any questions or require further information, please do not hesitate to reach out to us.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Company Phone Number]

[Your Company Email]