

Notification of Employee Discount Program Termination

Dear [Employee Name],

We hope this message finds you well. We are writing to inform you that, effective [Date], the Employee Discount Program will be officially terminated. This decision has been made after careful consideration and is part of our ongoing efforts to align our benefits with company objectives.

We appreciate your understanding and support during this transition. If you have any questions or require further clarification, please do not hesitate to reach out to the HR department.

Thank you for your continued dedication to [Company Name].

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]