

Performance-Based Billing Notification

Date: [Insert Date]

Dear [Client's Name],

We hope this message finds you well. As part of our ongoing commitment to transparency and excellence in client engagement, we are writing to inform you about our performance-based billing structure.

Based on our recent activities and key performance indicators, we are excited to notify you that the billing for this period is calculated based on measurable achievements that align with your goals. The details of the performance metrics and the corresponding charges can be found below:

Performance Metric	Target Achieved	Billing Amount
[Metric 1]	[Achieved Target]	[Amount]
[Metric 2]	[Achieved Target]	[Amount]

The total amount due for this period is: **[Total Amount]**.

Thank you for your continued partnership. If you have any questions or need further clarification, please do not hesitate to reach out.

Sincerely,

[Your Name]
[Your Position]
[Your Company]
[Contact Information]