

# Membership Entitlements Adjustment Notification

Date: [Insert Date]

Dear [Member's Name],

We hope this message finds you well. We are writing to inform you about an adjustment to your membership entitlements associated with your membership ID: [Membership ID].

As of [Adjustment Date], your entitlements will be updated as follows:

- Current Entitlement 1: [Details]
- Adjusted Entitlement 1: [Details]
- Current Entitlement 2: [Details]
- Adjusted Entitlement 2: [Details]

These changes are made in accordance with our revised membership policy aimed at enhancing member experience and ensuring compatibility with our goals and resources.

If you have any questions or concerns regarding this adjustment, please do not hesitate to reach out to us at [Contact Information].

Thank you for your understanding and continued support.

Sincerely,

[Your Name]  
[Your Position]  
[Organization Name]