

Dear [Member's Name],

We hope this message finds you well. We are writing to inform you of a change to the membership fee for [Organization/Club Name].

Effective [Effective Date], the annual membership fee will be adjusted to [New Fee Amount]. This decision was made after careful consideration and is necessary to continue providing you with high-quality services and resources.

We value your commitment and appreciate your understanding regarding this change. If you have any questions or concerns, please do not hesitate to reach out to us at [Contact Information].

Thank you for your continued support.

Sincerely,

[Your Name]

[Your Position]

[Organization/Club Name]