

# Library Membership Expiration Notice

Date: [Insert Date]

Dear [Member's Name],

We hope this message finds you well. This is a reminder that your library membership is set to expire on [Insert Expiration Date]. To continue enjoying our services without interruption, we encourage you to renew your membership.

Please visit the library or our website to complete the renewal process. If you have any questions or need assistance, feel free to contact us at [Insert Contact Information].

Thank you for being a valued member of our library. We look forward to serving you in the future!

Sincerely,

[Your Library Name]

[Library Address]

[Library Phone Number]

[Library Email]