

Interest Rate Alteration Advisory

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company]

[Company Address]

[City, State, Zip Code]

[Recipient Name]

[Recipient Position]

[Recipient Company]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are writing to inform you of an upcoming alteration to the interest rates applicable to your account effective [Effective Date]. This adjustment is in response to changes in the market and is intended to align our offerings with current economic conditions.

Your new interest rate will be [New Interest Rate]%. We understand that alterations to interest rates can impact your financial planning, and we assure you that this decision has been made to continue providing you with competitive services.

If you have any questions or require further clarification regarding this change, please do not hesitate to reach out to us at [Contact Information]. We appreciate your loyalty and look forward to serving you in the future.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Company]