

# Important Announcement: Name Change

Dear Valued Clients,

We are excited to share that as of [Effective Date], our organization will be changing its name from [Old Name] to [New Name]. This change reflects our commitment to [brief reason for the name change, e.g., better align with our values, expanding our services, etc.].

Rest assured, while our name is changing, our commitment to providing you with the highest quality of service remains the same. All existing contracts, agreements, and partnerships will remain intact and unchanged.

We appreciate your ongoing support and look forward to continuing our relationship under our new name. For any questions or further information, please don't hesitate to contact us at [contact information].

Thank you for being a part of our journey!

Sincerely,

[Your Name]  
[Your Position]  
[New Name]  
[Contact Information]