

# Billing Structure Update Notification

Dear [Customer Name],

We hope this message finds you well. We want to inform you about an important update to our billing structure that will take effect on [Effective Date].

## New Billing Structure Details

- Service/Product: [Service/Product Name]
- Previous Rate: \$[Old Rate]
- New Rate: \$[New Rate]
- Effective Starting: [Effective Date]

This change is part of our ongoing effort to improve our services while ensuring sustainability and growth. We appreciate your understanding and support during this transition.

If you have any questions, please feel free to reach out to our customer service team at [Customer Service Contact Information].

Thank you for your continued trust in us.

Sincerely,

[Your Name]  
[Your Title]  
[Your Company]