Subscription Query Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to inquire about the status of my subscription, which is set to end on [insert end date]. I would like to clarify whether my subscription will automatically renew or if any actions are required on my part to continue enjoying your services.

Additionally, I would appreciate any information regarding the renewal options and any potential changes in terms or pricing that may take effect.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]