

Price Adjustment Notification

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We hope this message finds you well. We are writing to inform you of a price adjustment that will go into effect on [Effective Date].

Due to [brief explanation of the reason for the price adjustment, e.g., increased material costs, market changes, etc.], we find it necessary to adjust our prices accordingly. The new prices for our products/services will be as follows:

- Product/Service A: [New Price]
- Product/Service B: [New Price]
- Product/Service C: [New Price]

We value your business and appreciate your understanding during this time. If you have any questions or concerns, please do not hesitate to reach out to us.

Thank you for your continued support.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]