

# Notification of Changes to Your Telephone Service Agreement

Date: [Insert Date]

Dear [Customer Name],

We are writing to inform you of some important changes to your telephone service agreement with us.

## Details of Changes:

- **Change Effective Date:** [Insert Effective Date]
- **New Monthly Rate:** [Insert New Rate]
- **Updated Terms:** [Provide brief description of updated terms]

If you have any questions or concerns regarding these changes, please do not hesitate to contact our customer service team at [Insert Phone Number] or [Insert Email Address].

Thank you for your continued support.

Sincerely,

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]