

Product Discontinuation Notification

Date: [Insert Date]

To: [Distributor Name]

Dear [Distributor Name],

We hope this message finds you well. We are writing to inform you about an important update regarding our product line.

As part of our ongoing efforts to streamline our offerings and focus on our core products, we are discontinuing the following product(s):

- [Product Name 1] - [SKU/Item Number]
- [Product Name 2] - [SKU/Item Number]

This decision will take effect on [Effective Date]. We encourage you to sell your existing inventory of these products before this date.

If you have any questions or require further assistance, please do not hesitate to reach out to your sales representative.

Thank you for your understanding and continued partnership.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]