

Notification of Privacy Policy Modifications

Date: [Insert Date]

Dear [Recipient's Name],

We are writing to inform you of recent modifications made to our Privacy Policy, which will be effective as of [Effective Date]. These changes have been made to enhance your experience and clarify how we collect, use, and safeguard your personal information.

Summary of Changes

- [Summary of change 1]
- [Summary of change 2]
- [Summary of change 3]

We encourage you to review the updated Privacy Policy in full at [link to privacy policy]. Your continued use of our services following these changes will signify your acceptance of the new terms.

If you have any questions or concerns regarding these modifications, please do not hesitate to contact us at [Contact Information].

Thank you for your continued trust in us.

Sincerely,
[Your Name]
[Your Position]
[Your Company]