

Important Update: Billing Method Information

Dear [Customer Name],

We hope this message finds you well. We are writing to inform you about an important update regarding your billing method.

As of [effective date], we will be updating our billing process to ensure a more secure and efficient payment experience. Please find the details of the new billing method below:

New Billing Information:

- Payment Method: [New Payment Method]
- Billing Cycle: [Monthly/Quarterly/Annual]
- Payment Due Date: [Due Date]

To update your billing method, please visit your account settings at [website link] or contact our customer service team at [customer service email/phone number].

Thank you for your attention to this matter. We appreciate your partnership and look forward to continuing to serve you.

Sincerely,

[Your Company Name]
[Your Company Address]
[Your Contact Information]