Letter of Zero-Cost Service Availability

Date: [Insert Date]

To: [Recipient's Name]
[Recipient's Address]
Dear [Recipient's Name],
We are pleased to inform you that we are now offering our services at no cost. This initiative is part of our commitment to provide help to our community and ensure that everyone has access to essential services.
The following services are available at zero cost:
 [Service 1] [Service 2] [Service 3]
To take advantage of these services, please contact us at [Contact Information] or visit our website at [Website URL]. We look forward to assisting you and ensuring you receive the support you need.
Thank you for your attention.
Sincerely,
[Your Name]
[Your Position]
[Your Organization]
[Contact Information]