

# Construction Service Charge Revision Notice

Date: [Insert Date]

To: [Client's Name]

Address: [Client's Address]

Dear [Client's Name],

We hope this message finds you well. We are writing to inform you of a revision to the service charges applicable to your ongoing construction project with us.

Effective [Effective Date], the new service charge will be [New Charge Amount]. This adjustment has been made to account for [brief explanation of reasons for the charge revision, e.g., increased material costs, labor rates, etc.].

We value your business and are committed to providing you with the highest quality services. Should you have any questions or require further clarification regarding this charge revision, please do not hesitate to contact us.

Thank you for your understanding and continued partnership.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]