

Update Request for Customer Profile

Dear [Customer Name],

We hope this message finds you well. We are reaching out to request an update to your customer profile in our records. Keeping your information up to date allows us to serve you better.

Please take a moment to review your current details:

- Name: [Current Name]
- Email: [Current Email]
- Phone Number: [Current Phone]
- Address: [Current Address]

If any of this information is incorrect or has changed, please reply to this email or contact us at [Contact Information] with the correct details.

Thank you for your attention to this matter. We appreciate your cooperation.

Sincerely,

[Your Company Name]