

Dear Valued Customer,

We hope this message finds you well. We are reaching out to inform you of an upcoming change to our free shipping policy.

Starting [Effective Date], the minimum spend requirement for free shipping will be revised from [Old Amount] to [New Amount].

We understand that changes in policy can be concerning, and we want to assure you that this adjustment will allow us to continue providing quality service and products.

If you have any questions or concerns, please feel free to reach out to our customer service team at [Customer Service Email] or [Customer Service Phone Number].

Thank you for your understanding and continued support.

Sincerely,

[Your Company Name]