

Recurring Order Notification

Date: [Insert Date]

Dear [Customer Name],

We hope this message finds you well. This is to inform you that your recurring order for our continuous service agreement is set to renew on [Insert Renewal Date].

Details of your upcoming order are as follows:

- Service/Product: [Insert Service/Product Name]
- Renewal Date: [Insert Renewal Date]
- Amount: [Insert Amount]

If you have any questions or need to make changes to your service agreement, please do not hesitate to contact us at [Insert Contact Information].

Thank you for choosing [Your Company Name]. We appreciate your continued business!

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Company Contact Information]