

Subject: Update on Price Adjustments

Dear [Client's Name],

I hope this message finds you well. We are reaching out to inform you of an upcoming adjustment in our pricing structure, effective [Effective Date].

Given our commitment to providing high-quality products/services, this adjustment reflects [brief reason for the price change, e.g., increased costs, enhanced features]. Our new pricing will be as follows:

- [Product/Service Name]: [New Price]
- [Product/Service Name]: [New Price]

We value your partnership and understand the importance of budgeting. If you have any questions or wish to discuss this further, please do not hesitate to reach out.

Thank you for your understanding.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]