

[Your Company Letterhead]

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Dear [Client Name],

Subject: Notification of Price Increase

We hope this message finds you well.

We are reaching out to inform you that, effective [Effective Date], there will be a price adjustment on our products/services. This decision is necessary due to [brief explanation of reasons, e.g., increased operational costs, quality improvements, etc.].

The new pricing will be as follows:

- [Product/Service 1]: \$[New Price]
- [Product/Service 2]: \$[New Price]
- [Product/Service 3]: \$[New Price]

We appreciate your understanding and continued support as we strive to maintain the quality and service you have come to expect from us. Should you have any questions or concerns regarding this change, please do not hesitate to reach out to us at [Contact Information].

Thank you for your continued partnership.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]

[Company Website]