

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Company Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

Subject: Adjustment of AJAX Request

We hope this letter finds you well.

We are writing to inform you about an adjustment concerning the AJAX request submitted on [date of original request]. After a thorough review, we have identified [briefly explain the issue or reason for adjustment].

To resolve this, we have made the following adjustments:

1. [Adjustment 1]

2. [Adjustment 2]

3. [Adjustment 3]

We believe these changes will ensure better functionality and meet your requirements. If you have any questions or need further information regarding this adjustment, please feel free to contact us at [your phone number] or [your email address].

Thank you for your understanding and cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]