

[Date]

[Member Name]

[Address Line 1]

[Address Line 2]

Dear [Member Name],

Subject: **Notification of Price Adjustment for Yearly Membership Renewal**

We hope this letter finds you well and that you have enjoyed the benefits of your membership with [Organization Name] over the past year. We truly appreciate your continued trust and commitment to our community.

We are writing to inform you about an upcoming adjustment to our membership fees, effective from [Effective Date]. This adjustment will apply to your next yearly renewal.

**Revised Membership Fee Structure:**

- Current Annual Membership Fee: [Current Fee]
- New Annual Membership Fee (effective [Effective Date]): [New Fee]

The reason for this adjustment is to reflect [increased operational costs/inflation/enhancements to our services and facilities]. Over the past year, we have [added new programs/improved member benefits/expanded our offerings], all in our ongoing effort to provide you with the best possible experience.

We remain fully committed to transparency and to delivering exceptional value to our members. The revised fees will allow us to continue enhancing our services and support for the membership community.

Your membership renewal will be processed at the revised rate on your renewal date, [Renewal Date]. To ensure an uninterrupted membership, please arrange for timely payment of the updated fee.

If you have any questions regarding this adjustment or need assistance with your renewal, please do not hesitate to contact us at [Phone Number] or [Email Address]. We are always here to support you.

Thank you once again for being a valued member of [Organization Name]. We look forward to serving you in the year ahead.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]