

Professional consulting fee increase notification

Subject: Update to Consulting Fee Structure

Dear [Client Name],

I hope you are well. I am writing to inform you of changes to my consulting fee structure that will take effect [Date].

After [X] years of maintaining consistent rates, market conditions and the evolving complexity of projects require an adjustment to my professional fees:

Current hourly rate: \$[X]

New hourly rate: \$[Y]

Project-based fees: Adjusted proportionally

This [X]% increase reflects:

- Enhanced expertise and certifications obtained
- Increased operational costs
- Market rate alignment
- Investment in advanced tools and resources

For ongoing projects, current rates will apply until [Date]. New projects initiated after [Date] will be quoted using the updated fee structure.

I remain committed to delivering exceptional value and results that justify this investment in my services. My focus continues to be helping you achieve your business objectives efficiently and effectively.

I would welcome the opportunity to discuss how we can continue our successful partnership under the new fee structure. Please feel free to contact me at [phone/email].

Thank you for your continued confidence in my services.

Best regards,

[Your Name]

[Professional Title/Credentials]

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