# Subscription Renewal Reminder

**Purpose:** This document serves as a reminder to customers about the upcoming renewal of their product subscription and encourages them to take appropriate action—either to renew or cancel the service before the renewal date.

## Dear {name},

We hope you're enjoying your subscription to **{productName}**!

This is a friendly reminder that your subscription will automatically renew on **{renewalDate}**.

The total charge will be **{currency} {amount}** for the next billing period.

### What You Can Do

If you wish to continue enjoying our services without interruption, no action is required on your part. We’ll handle the renewal automatically on the scheduled date.

If you do not wish to renew, please cancel your subscription before **{cancelByDate}** to avoid being charged.

### Subscription Details

|  |  |  |  |
| --- | --- | --- | --- |
| **Service** | **Plan** | **Billing Cycle** | **Renewal Date** |
| {#subscriptions}{serviceName} | {plan} | {billingCycle} | {renewalDate}{/subscriptions} |

### Available Options

{#options}

* **{title}:** {description}

{/options}

### Need Help?

If you have questions or concerns regarding your subscription, please contact our customer support at **{supportEmail}** or call **{supportPhone}**.

Thank you for being a valued customer!

— The {brandName} Team