

[Date]

[Customer Name]

[Customer Address]

[City, State, Zip Code]

Subject: Important Notice Regarding Your Security Services

Dear [Customer Name],

We are pleased to announce that [New Company Name] has officially acquired the security service contracts previously managed by [Former Company Name], effective [Date of Transfer].

We want to assure you that your security monitoring and protection remain our top priority. Your existing service agreements, pricing, and warranty terms will remain unchanged at this time. There will be no interruption to your security coverage or emergency response services during this transition.

What this means for you:

- **Service & Support:** You will continue to receive the same high-quality service, now backed by the expanded resources of [New Company Name].
- **Billing:** Starting [Date], your invoices will reflect our name: [New Company Name]. If you use automated payments, please update your records to [New Payment Details/No Action Required].
- **Contact Information:** For service requests or account inquiries, please use our new contact details:
 - Phone: [New Phone Number]
 - Email: [New Email Address]
 - Website: [New Website URL]

In the coming weeks, you may see our technicians arriving in [New Company Name] branded vehicles and uniforms. Our team is excited to serve you and we look forward to ensuring your continued safety.

If you have any questions regarding this transition, please do not hesitate to contact our customer service team.

Sincerely,

[Name of Executive]

[Title]

[New Company Name]