**Email Announcement Example**

Hello [CustomerName],

Thank you for your business! We are pleased to announce a new billing solution that offers you enhanced security, convenience, and flexibility—the [YourBusinessName] Payments Portal.

As you know, we are committed to protecting our customer’s sensitive data. The [YourBusinessName] Payments Portal utilizes industry-leading security protocols to process electronic payments. Additionally, it offers you the convenience to pay your monthly bill with any major credit card or direct debit from your bank account via ACH. You can even set-up autopay for recurring billing. Now, you won’t have to waste time following up on a paper trail of invoices each month.

The payment portal is easy-to-use, transparent and will save you time. Our new Payments Portal gives you the ability to:

* View and print your current invoices
* Pay your invoices by ACH or credit card
* Access invoice history and payment history
* Set up autopay for monthly services
* Schedule future payments

Set up is easy and takes less than 5 minutes. Simply login in here [paymentportallink] and select your preferred billing option by [DATE].

We’re excited to make available a much more convenient and secure payment portal that will save you time and provide greater transparency. Please let us know any questions. Have a great day!

Sincerely,

[YourName]

[CompanyName]