YOUR COMPANY NAME
Provider of Healthcare Personnel
Your Address
Your Phone number and email address
www.companywebsite.com

For the past 6 months, _____ has been providing your facility with quality nurses and economical supplemental nursing services. We have provided prompt attention to your fluctuating staffing needs and will continue to do so while we maintained complete compliance with policy and procedures that govern the industry.

With the increase cost of hiring and retaining employees and has been challenging due to declining availability of quality nurses in STATE. It is necessary for _____ to moderately increase a pricing structure that reflects the market, but below the current pricing structure of average supplemental nursing services in the STATE area.

The new pricing structure is necessary to continuously provide your facility with quality nurses and prompt attention to your staffing needs. We have enclosed the Rate Exhibit, and it is effective _____, 20__, and is hereby incorporate the Exhibit into the Services Agreement between our organizations.

We value our working relationship with your organization. Should you have any questions regarding this notice, please do not hesitate to call me.

Best Regards,

Rate Increase letter