

Service Interruption Update

Dear Valued Customer,

We are writing to inform you of an unforeseen service interruption that occurred on [date]. This disruption was due to [brief explanation of the reason for the interruption].

We understand how important our services are to you, and we sincerely apologize for any inconvenience this may have caused. Our team has been working diligently to resolve the issue, and we anticipate that services will be restored by [expected resolution date].

During this time, we appreciate your patience and understanding. If you have any questions or require further assistance, please do not hesitate to reach out to our customer service team at [contact information].

Thank you for your understanding.

Sincerely,
[Your Name]
[Your Position]
[Company Name]