

IMPORTANT: Changes to Your Housekeeping Service Schedule

Dear [Client's Name],

We hope this message finds you well. We are writing to inform you of some changes to your housekeeping service schedule.

Previous Schedule:

- Day: [Old Day]
- Time: [Old Time]

New Schedule:

- Day: [New Day]
- Time: [New Time]

We apologize for any inconvenience this may cause and appreciate your understanding. If you have any questions or need to discuss this further, please do not hesitate to contact us at [Contact Information].

Thank you for choosing our housekeeping services.

Sincerely,

[Your Name]
[Your Position]
[Company Name]
[Contact Information]