

# Driver Scheduling Update Notification

Dear [Driver's Name],

We hope this message finds you well. We are writing to inform you about an update regarding your driving schedule.

Your new schedule is as follows:

- Date: [New Date]
- Time: [New Start Time] to [New End Time]
- Location: [New Location]

If you have any questions or concerns regarding this update, please do not hesitate to reach out to us at [Contact Information].

Thank you for your attention to this matter.

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