

## **Revised Installation Schedule Notification**

Dear [Customer's Name],

We hope this message finds you well. We are writing to inform you about the revised installation schedule for the telecom services initially set for [original installation date]. Due to unforeseen delays, we have had to adjust our timeline.

Your new installation date is set for [new installation date]. Our team will reach out to you on [confirmation date] to confirm your appointment and address any questions you may have.

We sincerely apologize for any inconvenience this may cause and appreciate your understanding and patience during this time.

Thank you for choosing [Your Company Name].

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