

Festive Season Notification

Dear [Client's Name],

I hope this message finds you well. As the festive season approaches, I wanted to take a moment to inform you of my availability during this period.

My schedule will be as follows:

- Available until [Last Working Day]
- Available again from [First Working Day]

Should you have any urgent projects or inquiries, please do not hesitate to reach out before [Last Working Day]. I will do my best to accommodate your needs.

Wishing you a joyous festive season and a happy New Year!

Best regards,

[Your Name]

[Your Contact Information]