

# Important Notice: Scheduled Transport Service Outage

Dear Valued Customers,

We would like to inform you that there will be a scheduled outage of our transport service on **[Date]** from **[Start Time]** to **[End Time]**.

This temporary outage is necessary to **[Reason for Outage]**. We apologize for any inconvenience this may cause and appreciate your understanding as we work to improve our services.

During this time, we encourage you to plan your travel accordingly. Alternative arrangements may be made through **[Alternative Transportation Options]**.

If you have any questions or require further assistance, please do not hesitate to contact our customer service at **[Contact Information]**.

Thank you for your continued support.

Sincerely,

**[Your Company Name]**

[Your Company's Contact Information]