

# Notice of Adjusted Service Boundaries

Date: [Insert Date]

To our valued customers,

We are writing to inform you about an upcoming adjustment to our service boundaries that will take effect on [Insert Effective Date]. This decision has been made to better serve our community and improve the efficiency of our services.

The following changes will be implemented:

- Area A will be included in our service zone.
- Area B will no longer be serviced.
- Additional services will be available in Area C.

We understand that changes can bring about questions and we encourage you to reach out to our customer service team with any inquiries at [Insert Contact Information].

Thank you for your understanding and continued support.

Sincerely,

[Your Name]

[Your Position]

[Company Name]