

Service Outage Update

Dear Valued Customer,

We hope this message finds you well. We are writing to inform you of a current outage affecting our services. We understand the inconvenience this may cause, and we are working diligently to resolve the issue.

Outage Details:

- **Date:** [Insert Date]
- **Time:** [Insert Start Time] to [Insert Expected Resolution Time]
- **Affected Services:** [List Affected Services]

Our team is actively troubleshooting the problem and we will provide updates as soon as we have more information. We appreciate your patience and understanding during this time.

If you have any questions, please do not hesitate to contact our customer service team at [Insert Contact Information].

Thank you for your continued support.

Sincerely,
[Your Company Name]