

Seasonal Closure Notification

Dear Valued Customers,

We would like to inform you that our facility will be closed for the seasonal period starting from **[Start Date]** to **[End Date]**.

During this time, we will be undertaking maintenance and inventory updates to serve you better upon our return.

We apologize for any inconvenience this may cause and appreciate your understanding. We look forward to welcoming you back on **[Reopening Date]**.

Thank you for your continued support!

Sincerely,

[Your Company Name]

[Contact Information]