

Library Service Interruption Notification

Dear Valued Patrons,

We regret to inform you that the [Library Name] will be experiencing a service interruption due to [reason for interruption] from [start date] to [end date]. During this period, our facilities will be closed, and certain services will be unavailable.

We understand the inconvenience this may cause and appreciate your patience as we work to enhance our services. We encourage you to make the most of our online resources available at [website link].

If you have any questions or require assistance, please do not hesitate to contact us at [contact information].

Thank you for your understanding.

Sincerely,

[Your Name]
[Your Title]
[Library Name]