

Library Operational Halt Update

Dear Library Patrons,

We hope this message finds you well. We are writing to inform you that our library will be temporarily halting operations due to necessary renovations.

Operational Halt Dates:

Start Date: [Insert Start Date]

End Date: [Insert End Date]

During this period, all physical services, including book lending, will be unavailable. However, our digital resources will remain accessible through our website.

We apologize for any inconvenience this may cause and appreciate your understanding as we work to enhance our facilities for your benefit.

Thank you for your continued support!

Sincerely,

[Your Library Name]

[Contact Information]