

Inquiry Regarding Unexpected Service Hour Adjustments

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the recent adjustments made to the service hours for [specific service or department]. It has come to my attention that the hours have changed unexpectedly, and I would like to seek clarification on the reasons for this adjustment.

Could you please provide me with further information regarding the new service hours and any underlying factors that may have influenced this decision? This will help me and others to better plan our schedules accordingly.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Contact Information]