

# Service Disruption Notification

Date: [Insert Date]

To: [Customer's Name]

Dear [Customer's Name],

We are writing to inform you that due to the severe weather conditions, there will be a disruption in our services. We understand the importance of our services to you and apologize for any inconvenience this may cause.

The anticipated disruption is expected to begin on [Start Date] and may continue until [End Date]. Our team is actively working to restore services as quickly and safely as possible.

We encourage you to stay updated on the situation through our website or customer service hotline. Your safety is our priority, and we appreciate your understanding during this time.

If you have any questions or concerns, please do not hesitate to contact our support team at [Contact Information].

Thank you for your patience and cooperation.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]