

# Important Notification: Schedule Adjustment for Pest Control Service

Dear [Customer Name],

We hope this message finds you well. We are writing to inform you of a change to your scheduled pest control service.

Due to [reason for schedule change], we will need to adjust your appointment originally set for [original date and time]. Your new scheduled service date is [new date and time].

We apologize for any inconvenience this may cause and appreciate your understanding. Please let us know if the new schedule works for you or if there are other times that you would prefer.

Thank you for choosing [Your Company Name] for your pest control needs. We are committed to providing you with the best service possible.

If you have any questions or concerns, feel free to contact us at [contact information].

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Company Contact Information]