

# End-of-Year Transportation Service Timetable

Date: [Insert Date]

Dear Valued Customers,

We would like to inform you about our transportation service timetable for the upcoming end-of-year period. Please find the details below:

## Service Schedule

Date	Route	Departure Time	Arrival Time
December 24, 2023	City Centre to Airport	10:00 AM	10:30 AM
December 25, 2023	Airport to City Centre	5:00 PM	5:30 PM
December 31, 2023	City Centre to Station	11:00 PM	11:30 PM
January 1, 2024	Station to City Centre	12:00 AM	12:30 AM

## Additional Information

For any inquiries, please contact our customer service at [Insert Contact Information].

Thank you for your continued support, and we wish you a safe and happy holiday season!

Sincerely,

[Your Company Name]

[Your Position]