

Transportation Service Schedule Modification Notice

Date: [Insert Date]

Dear [Recipient's Name],

We hope this message finds you well. We are writing to inform you about a modification in our transportation service schedule that will take effect from [Effective Date].

Changes are as follows:

- **Previous Schedule:** [Insert Previous Schedule Details]
- **New Schedule:** [Insert New Schedule Details]

We apologize for any inconvenience this may cause and appreciate your understanding and flexibility. Our commitment to ensuring timely and efficient transportation services remains our priority.

If you have any questions or require further assistance, please do not hesitate to contact us at [Contact Information].

Thank you for your attention to this matter.

Sincerely,
[Your Name]
[Your Position]
[Company Name]
[Contact Information]