

# Important Notice: Change in Operational Hours

Dear Valued Patients,

We hope this message finds you well. We are writing to inform you of an adjustment to our operational hours at [Clinic Name]. This change will be effective starting [Effective Date].

## New Operational Hours:

- Monday: [New Hours]
- Tuesday: [New Hours]
- Wednesday: [New Hours]
- Thursday: [New Hours]
- Friday: [New Hours]
- Saturday: [New Hours]
- Sunday: Closed

We appreciate your understanding and continued support. If you have any questions, please do not hesitate to contact us at [Phone Number] or [Email Address].

Thank you for choosing [Clinic Name] for your healthcare needs.

Sincerely,

[Your Name]  
[Your Position]  
[Clinic Name]  
[Contact Information]