

Important Notice: Change in Worship Service Schedule

Dear [Congregation/Community Name],

We are writing to inform you of an important change to our worship service schedule. Due to [reason for change], the following adjustments will be made:

- **New Date:** [Insert new date]
- **New Time:** [Insert new time]
- **Location:** [Insert location]

We greatly appreciate your understanding and flexibility during this time. If you have any questions or concerns, please do not hesitate to reach out to us at [contact information].

Thank you for your continued support and participation.

Blessings,

[Your Name]

[Your Title]

[Church/Organization Name]