

Dear Valued Customer,

We hope this message finds you well. We are writing to inform you of some changes to our opening hours.

Adjusted Opening Hours:

- Monday to Friday: 9:00 AM - 6:00 PM
- Saturday: 10:00 AM - 4:00 PM
- Sunday: Closed

These changes will be effective from **[Start Date]**.

We appreciate your understanding and support during this time. Should you have any questions, feel free to reach out to us.

Thank you for your continued support!

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]