Updated Operational Hours Announcement

Dear Valued Customers,

We hope this message finds you well. We are writing to inform you of an update to our operational hours.

Effective [Start Date], our new operational hours will be as follows:

• Monday to Friday: [New Hours]

• Saturday: [New Hours]

• Sunday: [Closed/Other Hours]

We appreciate your understanding and support as we make this change to better serve you.

If you have any questions, feel free to contact us at [Contact Information].

Thank you for being a valued customer!

Sincerely,

[Your Company Name]