

Service Outage Notification

Dear [Customer's Name],

We are writing to inform you of a service outage that is currently impacting our systems. We understand that this may cause inconvenience, and we sincerely apologize for any disruption this may cause to your operations.

The outage began on [Date and Time] and is expected to be resolved by [Estimated Resolution Time]. Our team is actively working to address the issue and restore service as quickly as possible.

We appreciate your understanding and patience during this time. If you have any questions or require further assistance, please do not hesitate to contact our support team at [Support Contact Information].

Thank you for your continued support.

Sincerely,

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