

# Notice of Temporary Closure

Dear Valued Customers,

We would like to inform you that our retail location at [Store Address] will be temporarily closed from [Start Date] to [End Date] for [reason for closing, e.g., renovations, inventory audit].

We apologize for any inconvenience this may cause and appreciate your understanding during this time. We look forward to welcoming you back when we reopen on [Reopening Date].

If you have any questions or concerns, please contact us at [Contact Information].

Thank you for your continued support!

Sincerely,  
[Your Store Name]