

Warehouse Address Change Notification

Dear [Recipient's Name],

We are writing to inform you that our warehouse address has changed. Please update your records accordingly.

New Warehouse Address:

[New Warehouse Address]

As of [Effective Date], all shipments and correspondence should be directed to the new address.

If you have any questions or require further information, please feel free to contact us at [Your Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]