

# Notification of Public Transportation Route Modification

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

Dear [Recipient Name],

We are writing to inform you about an important modification to the public transportation route serving your area. Effective [Insert Effective Date], the following changes will take place:

- Route Number: [Insert Route Number]
- Modification Details: [Brief Description of Modifications]
- New Schedule: [Insert New Schedule Information]
- Interim Stops: [List Any New or Removed Stops]

We appreciate your understanding and support as we work to improve our transportation services. For more information, please contact our customer service at [Insert Contact Information] or visit our website at [Insert Website URL].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Transportation Authority Name]

[Contact Information]