

# Notice of Rescheduling

Date: [Insert Date]

Dear [Customer's Name],

We hope this message finds you well. We are writing to inform you that due to [reason for rescheduling], your scheduled logistics service originally planned for [original date and time] has been rescheduled.

The new schedule is as follows:

- **Date:** [New Date]
- **Time:** [New Time]
- **Location:** [Location Details]

We apologize for any inconvenience this may cause and appreciate your understanding. Should you have any questions or require further assistance, please do not hesitate to contact us at [Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Company Name]

[Your Name]

[Your Position]

[Contact Information]