

Scheduled Downtime Notice

Dear Valued Customers,

We would like to inform you that we will be performing scheduled server maintenance on **[Date]** from **[Start Time]** to **[End Time]**.

During this time, our services will be temporarily unavailable. We expect to complete the maintenance within the specified timeframe and restore services as quickly as possible.

We apologize for any inconvenience this may cause and thank you for your understanding and patience.

If you have any questions or concerns, please do not hesitate to contact our support team.

Sincerely,
[Your Company Name]
[Contact Information]