

Temporary Server Outage Notice

Dear [Customer/Client Name],

We want to inform you that our server will be temporarily offline for maintenance. This outage is scheduled to begin on [Start Date and Time] and is expected to last until [End Date and Time].

During this time, you may experience difficulties accessing our services. We apologize for any inconvenience this may cause and appreciate your understanding as we work to improve our systems.

If you have any questions or concerns, please do not hesitate to reach out to our support team at [Support Email/Phone Number].

Thank you for your understanding.

Sincerely,
[Your Company Name]
[Your Contact Information]