

# Driver Roster Change Announcement

Date: [Insert Date]

Dear Team,

We would like to inform you of a change in our driver roster that will take effect from [Insert Effective Date]. After careful consideration, we have made the following adjustments:

- **[Driver Name 1]** will be taking over from **[Previous Driver Name 1]** for the route **[Route Details]**.
- **[Driver Name 2]** will replace **[Previous Driver Name 2]** for **[Route Details]**.
- And so on...

We appreciate the hard work and dedication of our drivers and believe these changes will enhance our service efficiency and customer satisfaction. If you have any questions or concerns regarding this announcement, please do not hesitate to reach out.

Thank you for your understanding and continued support.

Sincerely,

[Your Name]

[Your Position]

[Company Name]