

Notice of Service Closure

Dear [Customer Name],

We wish to inform you that [Service Name] will be closing effective [Date of Closure]. This decision has been made after careful consideration, and we appreciate your understanding.

We encourage you to utilize our services until the closure date and to reach out with any questions or concerns you may have.

Thank you for your support throughout our service period.

Sincerely,

[Your Name]
[Your Position]
[Company Name]
[Contact Information]