

Telephone Service Maintenance Alert

Dear Valued Customer,

We would like to inform you that our telephone service will undergo essential maintenance on **DATE** from **START TIME** to **END TIME**.

During this time, you may experience interruptions in your phone service. We apologize for any inconvenience this may cause and appreciate your understanding as we work to improve our services.

If you have any questions or concerns, please do not hesitate to contact our customer service team at **PHONE NUMBER** or **EMAIL ADDRESS**.

Thank you for your continued support.

Sincerely,

Your Company Name