

# Notice to Our Valued Customers

Dear Valued Customer,

We would like to inform you that due to recent changes in our operational procedures, we will be adjusting our business hours.

Effective from **[Start Date]**, our new operational hours will be:

- Monday to Friday: **[New Hours]**
- Saturday: **[New Hours]**
- Sunday: Closed

We appreciate your understanding and continued support during this transition. If you have any questions, please feel free to reach out to us.

Thank you for your attention.

Sincerely,

**[Your Company Name]**  
**[Your Contact Information]**