

# Contractor Holiday Observance Notice

Date: [Insert Date]

To Whom It May Concern,

We would like to inform you that [Contractor Name] will observe the following holidays:

- [Holiday Name] - [Date]
- [Holiday Name] - [Date]
- [Holiday Name] - [Date]

During these holidays, our office will be closed, and no construction activities will take place. We appreciate your understanding and cooperation.

If you have any questions or require further information, please feel free to contact us at [Contact Information].

Thank you for your attention.

Sincerely,

[Your Name]

[Your Position]

[Contractor Company Name]

[Contact Information]