

Housekeeping Service Modification

Date: [Insert Date]

To: [Client's Name]

Address: [Client's Address]

Dear [Client's Name],

We hope this message finds you well. We are writing to inform you of a modification to your housekeeping service schedule that will take effect on [Effective Date].

Details of the modification are as follows:

- New Service Days: [List New Days]
- Service Time: [New Start/End Time]
- Additional Services: [List Any New Services or Changes]
- Pricing Adjustments: [Describe Any Changes in Pricing]

If you have any questions or concerns regarding this modification, please do not hesitate to contact us at [Your Phone Number] or [Your Email Address]. We appreciate your understanding and look forward to continuing to serve you.

Sincerely,

[Your Name]

[Your Company Name]

[Your Contact Information]