Dear Valued Client,

We are excited to announce that we have moved to a new office location! Our new address is:

123 New Street, Cityname, State, ZIP Code Phone: (123) 456-7890

Our new office space will help us serve you better and enhance our capabilities. Please feel free to visit us at our new location, effective immediately.

Thank you for your continued support. We look forward to seeing you soon!

Best regards,

Your Company Name Your Position Your Contact Information