

Product Roadmap Change Notification

Dear Team,

We hope this message finds you well. We are reaching out to inform you about recent changes to our product roadmap that will impact our upcoming releases and project timelines.

Overview of Changes

- **Feature X:** Original launch date moved from Q1 to Q2.
- **Feature Y:** Additional features added based on user feedback.
- **Feature Z:** Development phase extended to ensure quality standards.

Next Steps

Please review the updated roadmap attached and prepare for a team meeting on **[insert date]** to discuss these changes in detail.

Thank you for your understanding and cooperation.

Best regards,

[Your Name]
[Your Position]
[Your Company]