

# Dear Valued Customer,

We would like to inform you about our schedule during the upcoming bank holiday.

## Bank Holiday Schedule

- Date: [Insert Date]
- Operation Hours: [Insert Hours]

## Service Interruptions

Due to the bank holiday, the following services will be temporarily unavailable:

- Online Banking: [Insert Time]
- Customer Service Phone Line: [Insert Time]
- ATM Services: [Insert Time]

We apologize for any inconvenience this may cause and appreciate your understanding.

Thank you for banking with us!

Sincerely,  
[Your Bank Name]