

NOTICE: UPCOMING BROADBAND SERVICE DISRUPTION

Date: [Insert Date]

Dear Residents,

Please be advised that there will be a temporary disruption to the broadband internet services in your area. This interruption is necessary to perform [maintenance / upgrades / emergency repairs] to our network infrastructure.

Scheduled Downtime Details:

- **Start Date:** [Insert Start Date]
- **Start Time:** [Insert Start Time]
- **Estimated End Time:** [Insert End Time]

During this period, you may experience a total loss of internet connectivity or intermittent service. We aim to restore full service as quickly as possible and apologize for any inconvenience this may cause to your work or daily activities.

Once the work is complete, your service should resume automatically. If you encounter issues after the scheduled end time, we recommend restarting your modem or router.

For any questions or urgent concerns, please contact our support team at [Insert Phone Number] or visit our website at [Insert Website URL].

Thank you for your patience and understanding.

Sincerely,

[Your Name/Company Name]
[Department Name]
[Contact Information]