## Quick holiday notification email template

Subject: Holiday Office Closure

Hello [Client Name],

Our office will be closed for the holidays from [Start Date] to [End Date]. We will respond to any inquiries after we return.

Thank you and happy holidays!

[Your Name]

[Company Name]

Get more templates here: <a href="https://www.lettersandtemplates.com/letters/holiday-letter-to-clients">https://www.lettersandtemplates.com/letters/holiday-letter-to-clients</a>