

[Your Aquatic Center's Name]  
[Your Aquatic Center's Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

Dear Valued Patrons,

We hope this message finds you well! As the holiday season approaches, we want to inform you about our special schedule at [Your Aquatic Center's Name].

**\*\*Holiday Schedule:\*\***

- **\*\*[Holiday Name] (e.g., Christmas)\*\***
  - Open: [Date & Time]
  - Closed: [Date & Time]
- **\*\*[Holiday Name] (e.g., New Year's)\*\***
  - Open: [Date & Time]
  - Closed: [Date & Time]

Please note that regular hours will resume on [Date].

Thank you for your understanding and support. We wish you and your family a wonderful holiday season!

Warm regards,

[Your Name]  
[Your Position]  
[Your Aquatic Center's Name]