

Dear Residents,

We hope this message finds you well! We are writing to inform you of the updated trash and recycling disposal schedule for our neighborhood.

Weekly Schedule

- **Trash Collection:** Every Monday
- **Recycling Collection:** Every Thursday

Important Guidelines

Please ensure that your trash cans and recycling bins are placed at the curb by 7:00 AM on collection days. Remember to separate your recyclables from your trash to ensure proper disposal.

Contact Information

If you have any questions or concerns, please do not hesitate to reach out to the neighborhood association at neighborhood@example.com.

Thank you for your cooperation!

Sincerely,

The Neighborhood Association