

Laundry Room Usage Schedule

Dear Tenants,

We hope this message finds you well. In order to ensure fair access to the laundry room facilities, we have established a usage schedule for all tenants. Please adhere to the following guidelines:

Weekly Laundry Schedule

Day	Time Slot	Tenant Name
Monday	8:00 AM - 10:00 AM	[Tenant Name]
Monday	10:00 AM - 12:00 PM	[Tenant Name]
Tuesday	8:00 AM - 10:00 AM	[Tenant Name]
Tuesday	10:00 AM - 12:00 PM	[Tenant Name]
Wednesday	8:00 AM - 10:00 AM	[Tenant Name]
Thursday	8:00 AM - 10:00 AM	[Tenant Name]
Friday	8:00 AM - 10:00 AM	[Tenant Name]
Saturday	10:00 AM - 12:00 PM	[Tenant Name]
Sunday	10:00 AM - 12:00 PM	[Tenant Name]

Please sign up for your preferred time slots by contacting the property manager. We appreciate your cooperation in keeping the laundry room organized and accessible for everyone.

Thank you!

Sincerely,

[Your Name]

[Property Management]