

Notice of Planned Balcony Repairs

Dear Tenants,

We would like to inform you that scheduled repairs on the balconies of the building will take place from **March 10, 2023** to **March 20, 2023**. During this period, access to the balconies may be restricted.

We appreciate your understanding and cooperation as we work to improve our building. If you have any questions or concerns, please do not hesitate to reach out to the management office.

Thank you for your attention.

Sincerely,

[Your Name]

[Your Position]

[Building Management]

[Contact Information]