

# Snow Removal Duties Notification

Date: [Insert Date]

To: [Recipient Name]

Address: [Recipient Address]

Dear [Recipient Name],

We would like to inform you of the upcoming snow removal duties scheduled for the winter season. In accordance with our community guidelines, we will be implementing snow removal services to ensure safety and accessibility for all residents.

Please note the following details regarding the snow removal schedule:

- **Start Date:** [Insert Start Date]
- **End Date:** [Insert End Date]
- **Frequency:** [Daily/Weekly as applicable]
- **Hours of Operation:** [Insert Hours]

We request your cooperation in maintaining clear pathways and driveways for our snow removal team. Should you have any questions or require further information, please feel free to contact us at [Insert Contact Information].

Thank you for your attention to this important matter and for your continued support in keeping our community safe.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Contact Information]