

Unit Painting Schedule Reminder

Dear [Resident's Name],

We hope this message finds you well. This is a reminder regarding the upcoming painting schedule for your unit.

Scheduled Date: [Insert Date]

Time: [Insert Time]

Please ensure that any personal belongings are moved away from walls and any wall fixtures are removed to facilitate a smooth painting process.

If you have any questions or concerns, feel free to contact us at [Insert Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Company/Organization Name]

[Contact Information]