

# Cooperative Winter Heating Cost Plan

Date: [Insert Date]

Dear [Cooperative Members/Residents],

We are writing to inform you about the upcoming Winter Heating Cost Plan for the cooperative community. As temperatures drop, it is essential to ensure that all members are prepared for the winter months. Our goal is to maintain a comfortable living environment while managing our heating costs efficiently.

## Cost Plan Overview

- Heating Expenses: [Insert Estimated Heating Costs]
- Cost Distribution: [Explain how costs will be divided among members]
- Payment Schedule: [Insert Payment Dates and Amounts]

## Energy Efficiency Tips

To help minimize our heating costs, we encourage all members to implement the following energy-saving measures:

- Seal drafty windows and doors.
- Use energy-efficient light bulbs.
- Set thermostats at a reasonable temperature.

If you have any questions or concerns regarding this plan, please do not hesitate to reach out to the cooperative management at [Insert Contact Information].

Thank you for your cooperation and support in making this winter comfortable for everyone.

Sincerely,

[Your Name]

[Your Title]

[Cooperative Name]

[Contact Information]