

Snow Removal Operations Notification

Dear Valued Business Owner,

We want to inform you about our upcoming snow removal operations scheduled to take place on **[Date]**. In order to ensure safe access for all, we will be removing snow from the following areas:

- Main Street
- Second Avenue
- Parking Lot behind **[Business Name]**

Please note the following:

1. Our teams will begin work at **[Start Time]** and expect to finish by **[End Time]**.
2. We advise you to move any vehicles parked in the designated areas prior to the start time.
3. Access to your business may be affected temporarily during this process.

We appreciate your cooperation and understanding. Should you have any questions or concerns, feel free to contact us at **[Contact Information]**.

Thank you for your attention.

Sincerely,

[Your Name]

[Your Position]

[Company/Organization Name]