

# Snow Removal Procedures

Date: [Insert Date]

To: [Property Management Team/Residents]

Dear [Team/Residents],

As winter approaches, we want to ensure everyone is informed about our snow removal procedures to maintain safety and accessibility on the property.

## Snow Removal Schedule

- Snow removal will commence once accumulation reaches [inches] or more.
- Priority will be given to main walkways, entrances, and parking areas.
- We aim to complete snow removal within [number of hours] hours after the snowfall has ceased.

## Parking Regulations

- Please refrain from parking in snow removal zones during snow events.
- Vehicles obstructing snow removal will be towed at the owner's expense.

## Safety Guidelines

- Residents are advised to stay clear of snow removal equipment and workers.
- Report any unsafe conditions immediately to [Property Management Contact Information].

We appreciate your cooperation and understanding as we work to keep our community safe and accessible during the winter months. If you have any questions or concerns, please do not hesitate to reach out.

Thank you.

Sincerely,

[Your Name]

[Your Title]

[Property Management Company]