

Dear Residents,

We hope this message finds you well. As we approach the fall season, we want to inform you of the upcoming leaf removal schedule in our community.

Leaf Removal Schedule

- **Date 1:** October 15, 2023 - Zone A
- **Date 2:** October 22, 2023 - Zone B
- **Date 3:** October 29, 2023 - Zone C
- **Date 4:** November 5, 2023 - Zone D

Please ensure that all leaves are raked to the curb by 7:00 AM on your scheduled date. This helps us to efficiently collect the leaves and maintain a clean environment for everyone.

If you have any questions or concerns, feel free to contact the community office at (555) 123-4567 or email us at info@community.org.

Thank you for your cooperation!

Sincerely,

The Management Team