

Notice of Scheduled Outdoor Lighting Maintenance

Dear Residents,

We would like to inform you that outdoor lighting maintenance is scheduled to take place on **[insert date]**. The maintenance will be conducted to ensure that all lighting fixtures are functioning properly and to enhance the safety and security of our community.

During this time, some outdoor lights may be temporarily turned off, and we appreciate your understanding and patience as our maintenance team works to improve the outdoor lighting system.

If you have any questions or concerns, please feel free to reach out to our office at **[insert contact information]**.

Thank you for your cooperation.

Sincerely,

[Your Name]
[Your Position]
[Your Organization]