

# Road Resurfacing Project Completion Timeline

Dear [Recipient's Name],

We are pleased to inform you that the road resurfacing project on [Project Location] is scheduled for completion on [Completion Date].

## Project Timeline:

- **Start Date:** [Start Date]
- **Phase 1 - Preparation:** [Phase 1 Duration]
- **Phase 2 - Resurfacing:** [Phase 2 Duration]
- **Phase 3 - Cleanup:** [Phase 3 Duration]
- **Expected Completion Date:** [Completion Date]

Thank you for your patience and understanding during this project. Should you have any questions, please do not hesitate to reach out.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Contact Information]