

# Announcement of Delay in Road Resurfacing Project

Date: [Insert Date]

Dear Residents,

We regret to inform you that the road resurfacing project initially scheduled to commence on [original start date] has been delayed. This delay is due to [reason for the delay, e.g., inclement weather, supply chain issues, etc.].

The new commencement date is now set for [new start date]. We understand that this may cause inconvenience, and we sincerely apologize for any disruption this may cause to your daily routines.

Our team is working diligently to minimize the delay and ensure the project is completed efficiently. We appreciate your understanding and patience during this time.

If you have any questions or concerns, please do not hesitate to reach out to us at [contact information].

Thank you for your cooperation.

Sincerely,

[Your Name]  
[Your Title]  
[Organization Name]