

Important Notice: Contaminated Water Supply Alert

Date: [Insert Date]

Dear Residents,

We regret to inform you that we have identified contamination in the water supply serving your area. The safety and health of our community is our top priority, and we are actively working to resolve this issue.

It is advised that all residents take the following precautions:

- Do not drink or cook with tap water until further notice.
- Use bottled or boiled water for consumption.
- Avoid using tap water for brushing teeth or washing dishes.

We are conducting tests to determine the nature of the contamination and will provide updates as soon as possible. Please stay tuned for further communications.

If you have any questions or concerns, please contact us at [Insert Contact Information].

Thank you for your understanding and cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]