

# Shared Wall Maintenance Schedule Notification

Date: [Insert Date]

Dear [Neighbor's Name],

We hope this message finds you well. As we have discussed previously, it is important to maintain the shared wall between our properties to ensure its longevity and safety. Therefore, we have created the following maintenance schedule:

## Maintenance Schedule

Date	Task	Responsibilities
[Enter Date 1]	Initial Inspection	Both Parties
[Enter Date 2]	Repair Work	[Your Name] / [Neighbor's Name]
[Enter Date 3]	Final Review	Both Parties

Please let us know if these dates work for you or if there are any adjustments that need to be made. We appreciate your cooperation in ensuring the maintenance of our shared property.

Thank you!

Sincerely,

[Your Name]  
[Your Address]  
[Your Phone Number]  
[Your Email Address]