

# Notice to Residents

Dear Residents,

We are writing to inform you about the upcoming construction work scheduled to take place in your area. Please find the details below:

## Construction Work Schedule

- **Project Name:** Community Park Renovation
- **Start Date:** March 1, 2024
- **End Date:** June 30, 2024
- **Working Hours:** Monday to Friday, 8:00 AM - 5:00 PM

We understand that construction work can be disruptive, and we appreciate your patience and understanding during this time. Our team will make every effort to minimize disturbances.

If you have any questions or concerns, please do not hesitate to reach out to the project management team at:

**Email:** [projectmanager@example.com](mailto:projectmanager@example.com)

**Phone:** (123) 456-7890

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Date]