

Home Improvement Notification

Date: [Insert Date]

To: [Contractor's Name]

From: [Your Name]

Address: [Your Address]

Subject: Notification of Home Improvement Project

Dear [Contractor's Name],

I hope this message finds you well. I am writing to formally notify you of our scheduled home improvement project, which is set to begin on [Start Date] and continue until [End Date].

The scope of work includes:

- [Description of work item 1]
- [Description of work item 2]
- [Description of work item 3]

Please confirm your availability for the project timeframe and let us know if you require any additional information.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Contact Information]