

Dear Residents,

We hope this message finds you well. We would like to inform you that scheduled maintenance work will be taking place in the building starting from **[Start Date]** to **[End Date]**. During this period, you may experience noise disruptions due to the nature of the work being performed.

We apologize for any inconvenience this may cause and appreciate your understanding as we work to improve our facilities.

If you have any questions or concerns, please do not hesitate to contact the management office.

Thank you for your cooperation.

Sincerely,
[Management Team/Your Name]
[Contact Information]