

# Temporary Noise Alert

Date: [Insert Date]

Dear Residents,

We would like to inform you that building maintenance activities will be taking place from [Start Date] to [End Date]. During this period, you may experience temporary noise disruptions due to [briefly describe activities, e.g., drilling, construction, etc.].

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,

[Your Name]

[Your Position]

[Building Management Company]

[Contact Information]