

Tree Branch Trimming Notice

Date: [Insert Date]

Dear [Homeowner's Name],

We hope this message finds you well. This letter is to inform you that scheduled tree branch trimming will take place in your neighborhood on [Insert Date] due to [Insert Reason, e.g., safety concerns, maintenance, etc.].

Please be advised that the trimming will involve the following:

- Removal of branches that are overhanging into public areas.
- Trimming back any branches that may pose a hazard.
- Protection of your property during the trimming process.

We appreciate your understanding and cooperation in this matter. If you have any questions or concerns, please feel free to contact us at [Insert Contact Information].

Thank you for your attention to this important maintenance work.

Sincerely,

[Your Name]

[Your Position]

[Company/Organization Name]

[Contact Information]