

# Notification of Signpost Location Change

Date: [Insert Date]

Dear Residents and Visitors,

We would like to inform you that the location of the signpost indicating [Old Location/Signpost Description] has been changed. The new location is now at [New Location/Description]. This adjustment has been made to enhance visibility and accessibility for our community.

Please update your maps and routes accordingly. We appreciate your understanding and cooperation as we strive to improve our signage.

For any questions or concerns, please feel free to contact us at [Contact Information].

Thank you for your attention.

Sincerely,  
[Your Name]  
[Your Position]  
[Your Organization]