

# Dear Residents,

We hope this message finds you well. We are writing to inform you about the ongoing renovation and maintenance updates within our apartment complex.

## Renovation Schedule:

- **Building A:** Scheduled from March 1 to March 15
- **Building B:** Scheduled from March 16 to March 30

## Maintenance Hours:

Maintenance will be conducted between the hours of 9:00 AM and 5:00 PM. We appreciate your understanding as we work to improve our community.

## Impact on Residents:

Please be aware there may be temporary noise and accessibility restrictions during this time. We apologize for any inconvenience this may cause and appreciate your patience.

## Contact Information:

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

Email: [management@example.com](mailto:management@example.com)  
Phone: (555) 123-4567

Thank you for your cooperation.

Sincerely,  
The Management Team