

Dear Residents,

We are excited to provide you with an update on the ongoing renovations at [Apartment Complex Name]. As part of our commitment to enhancing your living experience, we have made significant progress on the renovation project.

Renovation Highlights:

- Completion of exterior painting and landscaping.
- Upgraded lobby area with new furnishings.
- Installation of energy-efficient windows in all units.

The next phase will include:

- Renovation of common areas, expected to start on [Start Date].
- Unit upgrades, scheduled to begin on [Start Date].

We appreciate your patience during this time and are confident that these improvements will greatly enhance your living experience. If you have any questions, please feel free to contact our office at [Office Phone Number] or [Email Address].

Thank you for being a valued member of our community!

Sincerely,

[Your Name]

[Your Position]

[Apartment Complex Name]