

# Notification of Environmental Impact Review

Date: [Insert Date]

To: [Insert Recipient's Name]

[Insert Recipient's Address]

Dear [Recipient's Name],

We are writing to inform you that an Environmental Impact Review (EIR) is being conducted for the proposed project titled "[Insert Project Title]." The purpose of this review is to assess potential environmental impacts and evaluate possible mitigation measures.

The EIR will examine the following aspects:

- Air Quality
- Noise Levels
- Water Resources
- Ecological Impact
- Cultural Resources

The public is invited to provide comments on the project description by [Insert Deadline Date]. Please submit your feedback to [Insert Contact Information].

We appreciate your attention to this matter and look forward to your input.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Your Organization's Address]

[Your Organization's Phone Number]