

Dear Neighbors,

We hope this message finds you well. We want to inform you about a delay in our ongoing construction project at [Construction Site Address].

Due to unforeseen circumstances, including [brief explanation of the reasons for the delay, e.g., supply chain issues, weather conditions], we are unable to proceed with our planned schedule.

We are actively working to resolve these issues and anticipate that construction will resume on [new estimated date]. We appreciate your patience and understanding during this time.

Please feel free to reach out to us if you have any questions or concerns regarding this matter.

Thank you for your understanding.

Sincerely,
[Your Name]
[Your Title/Position]
[Your Contact Information]