

Community Advisory Letter

Date: [Insert Date]

To: [Community/Neighborhood Name]

From: [Your Organization/Company Name]

Subject: Construction Schedule Advisory

Dear Residents of [Community/Neighborhood Name],

We are writing to inform you about the upcoming construction activities related to [Project Name/Description]. Our goal is to keep the community updated on the schedule and any potential impacts.

Construction Schedule:

- **Start Date:** [Insert Start Date]
- **End Date:** [Insert End Date]
- **Work Hours:** [Insert Work Hours, e.g., 7 AM - 5 PM, Monday to Friday]

Impact on the Community:

During this period, residents may experience:

- Noise disruptions
- Traffic delays
- Limited access to certain areas

We appreciate your understanding and patience as we work to improve our community. For any questions or concerns, please feel free to contact us at [Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Organization/Company Name]

[Contact Information]