

Dear Homeowner,

We are excited to inform you that we will be starting the window replacement project in your area on **[Start Date]**. This upgrade aims to enhance the energy efficiency and aesthetics of your home.

The installation will be conducted by our experienced team and is expected to be completed by **[End Date]**. We aim to minimize any disruption to your daily routine and ensure a smooth process.

If you have any questions or concerns, please do not hesitate to reach out to us at **[Contact Information]**.

Thank you for your cooperation and support!

Sincerely,

[Your Company Name]

[Your Company Contact Information]