

Garden Upkeep Service

Date: [Insert Date]

Dear [Client's Name],

We hope this message finds you well. We are writing to remind you of our upcoming garden upkeep service scheduled for [Insert Date of Service]. Our team will arrive at your location at [Insert Time] to ensure your garden remains healthy and beautiful.

During this visit, we will:

- Trim and shape hedges
- Mow the lawn
- Weed flower beds
- Apply fertilizer as needed
- Inspect plants for any signs of disease

Please ensure that any pets are secured and access is clear for our team. If you have any specific requests or areas you would like us to focus on, feel free to reach out prior to our visit.

Thank you for trusting us with your garden care. We look forward to making your outdoor space thrive!

Best Regards,
[Your Name]
[Your Company Name]
[Your Phone Number]
[Your Email Address]