

**Date:** [Insert Date]

**Subject:** Notice of After-Hours Electrical Maintenance and Temporary Power Disruption

Dear Residents/Tenants,

Please be advised that essential electrical maintenance work is scheduled for your building/area. This maintenance is necessary to ensure the continued safety and reliability of our electrical systems.

**Scheduled Date:** [Insert Date]

**Start Time:** [Insert Time, e.g., 10:00 PM]

**Estimated End Time:** [Insert Time, e.g., 2:00 AM]

During this period, there will be a temporary disruption to the power supply. We recommend that you take the following precautions:

- Turn off and unplug sensitive electronic equipment (computers, televisions, etc.) before the scheduled start time.
- Keep refrigerator and freezer doors closed as much as possible to maintain temperature.
- Ensure you have alternative lighting, such as flashlights, available if needed.

We have scheduled this work during after-hours to minimize the impact on your daily activities. We apologize for any inconvenience this may cause and appreciate your patience.

If you have any questions or concerns, please contact [Insert Name/Department] at [Insert Phone Number/Email].

Sincerely,

[Your Name/Building Management]  
[Property Name/Company Name]