

[Your Company Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Client Name]
[Client Address]
[City, State, Zip Code]

Dear [Client Name],

As the winter season approaches, we are reaching out to offer our seasonal snow removal and groundskeeping services for your property located at [Property Address].

Our team is prepared to ensure your property remains safe, accessible, and well-maintained throughout the colder months. Our seasonal services include:

- Automatic snow plowing and shoveling after [X] inches of accumulation.
- De-icing and salting of walkways, driveways, and parking lots.
- Late-season leaf removal and gutter cleaning.
- Winter pruning and shrub protection.
- Pre-season property inspection.

We offer flexible contract options, including per-visit rates or fixed monthly seasonal packages. Our goal is to provide reliable service so you do not have to worry about the hazards of ice and snow.

If you would like a free estimate or wish to renew your service for the upcoming season, please contact us at [Phone Number] or reply to this email by [Deadline Date]. Space in our winter schedule is limited and filled on a first-come, first-served basis.

We look forward to working with you this winter.

Sincerely,

[Your Name]
[Your Title]