

# NOTICE: ASPHALT PAVING AND RESTRIPING PROJECT

**Date:** [Insert Date]

**To:** All Residents, Tenants, and Visitors

**Subject:** Scheduled Maintenance - Parking Lot and Roadway Improvement

Please be advised that [Company/Property Name] has scheduled asphalt paving and restriping work for the following areas: **[Insert Specific Locations/Zones]**.

## Project Schedule:

- **Start Date:** [Insert Date] at [Insert Time]
- **End Date:** [Insert Date] at [Insert Time]
- **Rain Date (if applicable):** [Insert Date]

## Instructions for Residents and Tenants:

1. **Vehicle Removal:** All vehicles must be removed from the affected areas by [Insert Time] on [Insert Date]. Any vehicles remaining after this time will be towed at the owner's expense.
2. **Access Restrictions:** The designated areas will be completely closed to both vehicle and pedestrian traffic during the application and drying process. Please do not cross caution tape or barriers.
3. **Irrigation:** Please ensure all automatic sprinklers are turned off 24 hours prior to the start of work and remain off until 24 hours after completion.
4. **Deliveries:** Please reschedule any scheduled deliveries or moving trucks during the project window.

We apologize for any inconvenience this may cause. These improvements are necessary to maintain the safety and appearance of the property. We appreciate your cooperation in helping us complete this project efficiently.

If you have any questions or special requirements, please contact [Insert Name/Office] at [Insert Phone Number] or [Insert Email Address].

Sincerely,

[Your Name/Signature]

[Your Title]

[Property Management/Company Name]