

## **NOTICE: PARKING LOT RESTRIPING AND MAINTENANCE**

Date: [Insert Date]

Dear Residents,

Please be advised that the parking lot at [Insert Complex Name] is scheduled for professional restriping and maintenance. To complete this work effectively, we require all vehicles to be cleared from the designated areas during the times listed below.

### **Work Schedule:**

- **Start Date and Time:** [Insert Date] at [Insert Time]
- **End Date and Time:** [Insert Date] at [Insert Time]

### **Action Required:**

- All vehicles must be moved from [Insert Specific Section/Entire Lot] by [Insert Deadline Time] on [Insert Date].
- Vehicles may be parked at [Insert Alternative Parking Location] during this period.
- Do not drive over wet paint or enter areas blocked off by cones or caution tape.

**Warning:** Any vehicles remaining in the work zone after the deadline may be towed at the owner's expense to allow the crew to proceed with the scheduled work.

We apologize for this temporary inconvenience and appreciate your cooperation in improving the safety and appearance of our community.

If you have any questions, please contact the Management Office at [Insert Phone Number].

Sincerely,

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