

HOMEOWNERS ASSOCIATION NOTICE

Date: [Insert Date]

Subject: Notice of Temporary Pool Maintenance Closure

Dear Residents,

Please be advised that the community swimming pool will be temporarily closed for essential maintenance and repairs.

Closure Schedule:

- **Closing Date:** [Insert Start Date]
- **Reopening Date:** [Insert Estimated End Date]

During this period, the pool area will be inaccessible to ensure the safety of our residents and to allow the maintenance crew to complete the necessary work efficiently. The scheduled work includes: [Insert Brief Description, e.g., resurfacing, pump repair, or deep cleaning].

We apologize for any inconvenience this temporary closure may cause and appreciate your patience as we work to improve our community facilities.

If you have any questions regarding this notice, please contact the HOA Board or the Management Office at [Insert Phone Number/Email].

Sincerely,

[Your Name/Board Name]
[HOA Name] Board of Directors