

NOTICE: TEMPORARY SWIMMING POOL CLOSURE

Date: [Insert Date]

Dear Residents,

Please be advised that the swimming pool will be temporarily closed for [Reason for Closure, e.g., maintenance, repairs, or cleaning].

Closure Start Date: [Insert Date]

Expected Reopening Date: [Insert Date]

The closure is necessary to ensure the continued safety and quality of the facility for all residents. We apologize for any inconvenience this may cause and appreciate your patience during this time.

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

Sincerely,

Building Management
[Property Name]