

Date: [Date]

To: All Residents / Neighbors

Subject: Notice of Upcoming Roof Renovation and Noise

Dear Neighbor,

This letter is to inform you that roof renovation work is scheduled to take place at **[Property Address]**.

The project is expected to begin on **[Start Date]** and is estimated to be completed by **[End Date]**, weather permitting.

Work will typically occur during the following hours:
[Start Time, e.g., 8:00 AM] to [End Time, e.g., 5:00 PM]

Please be advised that there will be significant noise during these hours due to the removal of old materials, hammering, and the use of power tools. We will also have contractors and delivery vehicles moving around the property.

We apologize for any inconvenience this may cause and appreciate your patience as we make these necessary improvements. We will do our best to ensure the project is completed as quickly and safely as possible.

If you have any questions or concerns, please contact **[Name/Company Name]** at **[Phone Number/Email]**.

Sincerely,

[Your Name/Property Management]
[Your Contact Information]