

# NOTICE: Community Parking Lot Repaving Schedule

Dear Resident/Tenant,

Please be advised that the community parking lot is scheduled for professional repaving and striping. This project is essential for the maintenance and safety of our property. To ensure the project is completed efficiently, we require all vehicles to be cleared from the designated areas during the times listed below.

## Project Schedule

### Phase 1: [Location/Section Name]

Date: [Start Date] to [End Date]

Closing Time: [Start Time]

Re-opening Time: [End Time]

### Phase 2: [Location/Section Name]

Date: [Start Date] to [End Date]

Closing Time: [Start Time]

Re-opening Time: [End Time]

## Important Instructions

- **Vehicle Removal:** All vehicles must be moved out of the scheduled zones by [Time] on the morning of work. Any vehicles remaining will be towed at the owner's expense.
- **Alternative Parking:** During the closure, please park in [Designated Alternative Area/Street Parking].
- **Pedestrian Safety:** Please stay clear of the heavy machinery and fresh asphalt. The surface will be extremely hot and tacky.
- **Weather Delay:** In the event of rain, the work will be postponed to [Alternative Date].

We apologize for this temporary inconvenience and appreciate your cooperation in improving our community.

Sincerely,

[Your Name/Property Management]

[Phone Number]

[Email Address]