

[Date]

Dear [Resident Name/Property Member],

We are writing to inform you of the upcoming weekly lawn mowing schedule for the [Season Year] season. To keep our community looking its best, professional landscaping services have been scheduled to maintain the grounds.

Mowing Schedule:

- **Service Day:** [Day of the week, e.g., Every Tuesday]
- **Service Hours:** Between [Start Time] and [End Time]
- **Start Date:** [Date]

In the event of heavy rain or inclement weather, service will be postponed to the following [Day of the week].

Reminders for Residents:

- Please ensure all personal items, such as toys, garden hoses, and lawn furniture, are removed from the grass on scheduled days.
- Please ensure all pets are kept indoors during the service hours.
- Ensure all gates are unlocked if the crew needs access to fenced areas.

Thank you for your cooperation in keeping our property well-maintained. If you have any questions, please contact [Contact Name] at [Phone Number/Email].

Sincerely,

[Your Name/Property Management Name]

[Title]

[Organization Name]