

NOTICE: EXTERIOR PAINTING SCHEDULE

Date: [Insert Date]

Dear Residents of [Insert Apartment Complex Name],

We are pleased to announce that we will be repainting the exterior of the buildings starting on **[Insert Start Date]**. This project is expected to be completed by **[Insert Estimated End Date]**, weather permitting.

Work Schedule:

Painting will take place Monday through Friday, between the hours of [Insert Start Time] and [Insert End Time].

Resident Requirements:

- Please remove all personal items from your patio or balcony by [Insert Deadline Date].
- Keep all windows and doors closed during working hours to prevent dust and paint fumes from entering your home.
- Ensure all window screens are removed if requested by the contractors.
- Please keep children and pets away from ladders, scaffolding, and wet paint areas.

Parking Information:

[Insert parking instructions or warnings about overspray if applicable].

We apologize for any inconvenience this may cause and appreciate your cooperation in improving our community.

Sincerely,

Property Management
[Insert Contact Phone Number]
[Insert Email Address]