

Dear Residents,

Subject: Apology Regarding Laundry Room Renovation Disruptions

We are writing to sincerely apologize for the ongoing noise, dust, and general inconvenience caused by the current renovations in the building's laundry room.

We understand that the temporary closure of the facility and the construction activity are significant disruptions to your daily routine. Please be assured that these upgrades are necessary to provide you with improved equipment and a better laundry environment.

The project is expected to be completed by **[Insert Date]**. In the meantime, we have arranged for the following alternatives:

- **[Alternative 1: e.g., Use of laundry facilities at sister building]**
- **[Alternative 2: e.g., Temporary laundry credit or discount]**

We appreciate your patience and cooperation as we work to improve our building. If you have any specific concerns or questions, please contact the management office at **[Insert Phone Number]** or **[Insert Email Address]**.

Sincerely,

[Your Name/Property Management Name]
[Building Name/Address]