

## **NOTICE: TEMPORARY PARKING LOT CLOSURE**

Date: [Insert Date]

To All Residents and Visitors,

Please be advised that the parking lot located at [Insert Location/Address] will be temporarily closed for professional power sweeping and cleaning.

### **Closure Schedule:**

- **Start Date and Time:** [Insert Day], [Insert Date] at [Insert Time]
- **End Date and Time:** [Insert Day], [Insert Date] at [Insert Time]

During this period, all vehicles must be removed from the parking lot. Any vehicles remaining in the lot after the start time may be subject to towing at the owner's expense.

### **Alternative Parking:**

[Insert instructions for alternative parking locations, if applicable].

We apologize for any inconvenience this may cause and appreciate your cooperation in keeping our facilities clean and maintained.

If you have any questions, please contact [Insert Contact Name/Department] at [Insert Phone Number or Email].

Sincerely,

[Your Name/Organization Name]  
[Property Management/Facility Office]