

[Date]

Dear [New Neighbor Name],

Welcome to the Neighborhood!

We are so happy to have you as part of our community at [Street Name/Neighborhood Name]. Moving can be a busy time, so we wanted to reach out and introduce ourselves as your neighbors at [Your Address].

Community Resources

- **Trash & Recycling:** Collection is every [Day of Week].
- **Mailbox Location:** [Location/Instructions].
- **Nearest Grocery Store:** [Store Name] located at [Address/Intersection].
- **Local Park:** [Park Name] is just [Number] blocks away.
- **Emergency Services:** The nearest hospital is [Hospital Name].

Neighborhood Communication

Many of us stay in touch via [Nextdoor / Facebook Group / WhatsApp]. You can join us here: [Link or Instructions].

Important Contacts

HOA/Property Manager: [Name/Phone Number]

Utility Company: [Name/Phone Number]

Local Non-Emergency Police: [Phone Number]

If you have any questions or need a hand while you are getting settled, please don't hesitate to ask. We look forward to seeing you around!

Best regards,

[Your Name]

[Your Phone Number]

[Your Email Address]