[Date]

Dear Neighbor,

We are excited to announce that we are organizing a **[Neighborhood Name] Block Party and Community Garage Sale** on **[Date]** from **[Start Time]** to **[End Time]**.

Events like these are a great way to meet new people and declutter our homes, but we cannot do it without your help! We are looking for volunteers to assist with the following tasks:

- **Set-up:** Helping place signs, tables, and barricades.
- **Garage Sale Coordination:** Directing traffic and distributing maps of participating houses.
- **Food & Drink:** Assisting with the grill or organizing the potluck table.
- **Activities:** Organizing games for children and music.
- **Clean-up:** Helping clear trash and removing street signs after the event.

If you can spare an hour or two of your time, please let us know by **[Deadline Date]**. You can sign up by:

- Replying to this letter at: [Address/Phone Number]
- Emailing: [Email Address]
- Visiting our online signup sheet: [URL Link]

Thank you for helping make our community a better place to live. We look forward to seeing you there!

Best regards,

[Your Name]
[Organizing Committee/Neighborhood Association]