

[Date]

[Resident Name]

[Property Address]

[City, State, Zip Code]

Subject: Spring Exterior Maintenance and Curb Appeal

Dear Resident,

With the arrival of spring, we are reaching out to all residents to begin our annual community beautification efforts. To ensure our neighborhood remains a pleasant and attractive place to live, we kindly ask that you take a moment to review and refresh your property's exterior.

Please focus on the following areas during your spring cleanup:

- **Landscaping:** Remove dead winter vegetation, trim overgrown bushes, and apply fresh mulch to flower beds.
- **Lawn Care:** Mow, edge, and treat lawns for weeds. Please ensure grass is maintained at a reasonable height.
- **Driveways and Walkways:** Power wash or sweep away dirt, salt, and debris accumulated over the winter.
- **Exterior Structures:** Check for peeling paint on shutters or doors, and ensure gutters are clear of leaves and sticks.
- **General Tidiness:** Store winter equipment, toys, and miscellaneous items out of public view.

We ask that these initial spring preparations be completed by **[Insert Date]**. We will be conducting a routine walkthrough of the community following this date to ensure all properties meet the community standards.

Thank you for your cooperation in keeping our community beautiful. If you have any questions or require assistance, please contact [Contact Person/Office Name] at [Phone Number] or [Email].

Sincerely,

[Your Name/Property Management Name]

[Title/Association Name]