

NOTICE OF TEMPORARY UTILITY SHUT-OFF

Date: [Date of Notice]

To All Residents of: [Property Name/Address]

Dear Resident,

This letter is to inform you that the [**Type of Utility, e.g., Water/Electricity/Gas**] service to your unit/building will be temporarily interrupted.

Scheduled Date: [Date of Shut-Off]

Estimated Time Frame: [Start Time] to [End Time]

Reason for Interruption:

[Insert Reason, e.g., Emergency repairs, Scheduled maintenance, System upgrades]

During this period, the utility will be completely unavailable. We recommend that you take necessary precautions, such as unplugging sensitive electronics or storing water in advance if applicable.

We apologize for any inconvenience this may cause and appreciate your patience as we perform these essential services to maintain the property.

If you have any questions or concerns, please contact the management office at [Phone Number] or [Email Address].

Sincerely,

Property Management
[Company Name]