



PROJECT A BUILDING

DRAFT NOTIFICATION LETTER

Company A

123 Fake Street, Suite 221

Halifax, NS, B1B ____

Bus: 902.999. ____

Fax: 902.998. ____

Email: developments@companya.ca

Date

NOTIFICATION OF UTILITY DISRUPTION: STREET NAME, HALIFAX, NOVA SCOTIA

This is to inform you that to facilitate construction operations in association with the Project A Building development project, Utility Disruptions will occur on or about **DATE** with an anticipated duration of approximately **TIME**. The street will be **open?/closed?** to traffic during this time, **but will require temporary lane narrowing?**.

Should you have any questions or concerns please feel free to contact the below:

CONTACT INFORMATION:

General Contractor:

Contractor Z

Contractor Z Contact Name

Ph: 902.444. ____

Email: contactname@contractorz.ca

Our company has been retained by Company A as the general contractor to complete work on the Project A Building development. Should any questions arise throughout construction, please feel free to contact the undersigned.

Yours Truly,
Contractor Z

Contractor Z Contact Name
Project Manager