

YOUR LOGO HERE

***Special Event Road Closure
Notification Letter***

Dear Wilmot Resident,

The purpose of this letter is to inform you that the “***insert event name***” will be happening on “***insert date(s)***” from the hours of “***insert hours of event***” at “***insert location***”. This event will result in increased traffic and pedestrian volumes in the area, increased noise level and increased parking on surrounding streets. The following street(s) will be closed during the event.

“***insert street name***” “***insert cross streets for locations***”

“***insert street name***” “***insert cross streets for locations***”

“***insert street name***” “***insert cross streets for locations***”

If you have any parking or noise related issues, please feel free to contact the Township By-Law department to request enforcement. Please note that this event has been approved by the Township of Wilmot.

If you would like further information regarding this event, you can contact the Event Coordinator, contact info below:

“Name”

“Position and company or organization”

“Email”

“Phone Number”

“website or social media webpage if applicable”

Yours truly,

Insert Name

Insert Title

Insert Organization Name