

## Sample letter to send to your neighbour

(put your name and address here)

***(write the name of the person causing the problem and their address here)***

Date

Dear Sir or Madam *(which ever is appropriate)*

### **NOISE FROM YOUR PROPERTY**

I am writing to let you know that noise from your property is causing me a problem.

The noise I am complaining about comes from *(write here what is causing the problem. For example “your stereo being too loud”, “your all-night parties every weekend”).*

The noise is causing me a problem in that *(write here about the effect the noise is having on you. For example “I cannot sleep at night because of it, and then cannot concentrate at work the next day”, “I cannot enjoy being at home anymore”).*

Perhaps you are not aware that the noise can be heard in my property however, I would appreciate it if you could **(take steps to reduce the volume/not play it so late).**

Please do what you can to help. Thank you in anticipation.

Yours faithfully

*(sign your letter here and remember to keep a copy of the letter)*