



Hello _____,

I am reaching out to you to formally request your assistance in resolving an ongoing issue with my neighbor, _____.

I have lived in the neighborhood for the past _____ and have overall enjoyed my experience. However, the last _____ have been challenging due to a high level of noise.

Since _____, I have taken the following steps:

I'm hoping with your help we can find a resolution before _____.

Please contact me via phone or email if you have any questions or would like to discuss this further.

I appreciate your assistance and support!

Thanks,

