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|  | **Sample letter to send to your neighbour** |
| *p(* |  |
|  |  |
|  |  |
| *(* |  |

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

Date

Dear Sir / Madam

**Vegetation growing from your property**

I am writing to let you know that vegetation from your property is causing me a problem. The tree/hedge etc. I am complaining about *(write here what is causing me a problem*. **For example “is blocking the footpath and I need to step into the road”.**

Perhaps you are not aware that tree/shrub etc. is causing an inconvenience to local people, I would appreciate it if you could **(cut it back/trim)**

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)*

*Put your name and address here*