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|  | **Sample letter to send to your neighbour** |
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**(write the name of the person causing the problem and their address here)**

Date

Dear Sir / Madam

**NOISE FROM YOUR PROPERTY**

I am writing to let you know that noise from your property is still 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”)***

You are aware that the noise can be heard in my property; however as this has not reduced I will be making a complaint to the council.

I now plan to monitor and possibly record the excessive noise that causes unacceptable interference in the use and enjoyment of my own home and this evidence will form part of my complaint to the council.

If the noise does stop then I will withdraw the complaint which is truly the outcome I would prefer.

Please do what you can to help.

Yours faithfully

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

*Put your name and address here*