

[Your Name] [Your Address] [City, State, Zip Code] [Email Address] [Phone Number] [Date]

[Landlord's Name] [Landlord's Address] [City, State, Zip Code]

Dear [Landlord's Name],

I hope this letter finds you well. I am writing to formally complain about a disturbance in our community related to excessive littering in the vicinity of [specific location, e.g., the apartment complex grounds, parking area, etc.].

Over the past [duration, e.g., several weeks/months], I have noticed a significant amount of litter, including [list specific items, e.g., plastic bottles, fast food wrappers, etc.], accumulating in these areas. This not only detracts from the overall appearance of our living environment but also raises concerns about health and safety.

I kindly request that you address this issue promptly by [suggest actions, e.g., organizing a cleanup, increasing maintenance efforts, etc.]. I believe that collective efforts can help maintain the cleanliness and appeal of our community.

Thank you for your attention to this matter. I look forward to your response.

Sincerely,

[Your Name]