

Observation Letter Regarding Side Entrance Usage

Date: [Insert Date]

To: [Landlord/Property Manager Name]

[Landlord/Property Manager Address]

Dear [Landlord/Property Manager Name],

I hope this message finds you well. I am writing to bring to your attention my observations regarding the usage of the side entrance at [Property Address].

Over the past few weeks, I have noticed the following:

- Increased foot traffic during late hours.
- Instances of unauthorized access by individuals not residing in the building.
- Incidents of litter and noise coming from the side entrance area.

These occurrences have raised some concerns regarding safety and security for all tenants. I believe it would be beneficial to discuss potential changes or measures to enhance the security of the side entrance.

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

Sincerely,

[Your Name]

[Your Apartment Number]

[Your Contact Information]