

Your Name

Your Address

City, State, Zip Code

Email Address

Date

Recipient Name

Recipient Address

City, State, Zip Code

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally express my concerns regarding the late-night parties that have been occurring at your residence.

During the past few weeks, I have noticed an increase in noise levels during the late-night hours, particularly on weekends. The loud music and gatherings have been disruptive to my family's nightly routine and have affected our ability to rest peacefully.

I understand that we all enjoy celebrating special occasions, but I kindly ask that you consider lowering the noise level and keeping the gatherings to a reasonable timeframe in order to maintain a peaceful community environment.

Thank you for your attention to this matter. I hope we can resolve this issue amicably.

Sincerely,

[Your Name]