

Dear [Neighbor's Name],

I hope this message finds you well. I am writing to discuss the maintenance and repair costs associated with our shared driveway.

As you know, the driveway has been showing signs of wear and tear. In order to maintain a safe and accessible pathway for both our properties, I believe it is important for us to come together to address these costs.

I suggest that we meet at your convenience to evaluate the necessary repairs and discuss how we can fairly share the expenses. Please let me know what times work for you, or feel free to suggest a different method of communication if that is more convenient.

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

Best regards,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]