

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 message finds you well. I am writing to formally address a concern regarding excessive noise disturbances that I have been experiencing in my apartment ([Your Apartment Number]) at [Property Address].

Since [mention when the disturbance started], I have noticed significant noise levels during [specify times, e.g., late nights or early mornings]. The noise originates from [provide details about the source, e.g., neighbors, common areas], which has negatively impacted my ability to [mention how it affects you, e.g., sleep, work, etc.].

I believe that this issue can be resolved amicably, and I would appreciate your assistance in addressing this matter. I kindly request that you look into the situation and take appropriate action to minimize the disturbances.

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

Sincerely,
[Your Name]