

Request for Road Repair

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Department/Agency Name]

[Office Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to bring to your attention the troubling traffic congestion that has been occurring on [specific road/street name] in our community. The condition of the road has deteriorated significantly, causing delays and increasing the risk of accidents.

Many residents in the area have expressed concern regarding the bumps, potholes, and overall poor road quality, which contribute to traffic issues. We believe that prompt repair of the road would greatly alleviate the congestion and improve safety for all road users.

We kindly request that your department prioritize the necessary repairs and consider implementing measures to prevent future deterioration. Thank you for your attention to this important matter.

Sincerely,

[Your Name]