

# Formal Appeal for Sidewalk Maintenance

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient Name]  
[Title/Position]  
[Department Name]  
[City or Town Council/Agency Name]  
[Office Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally appeal for maintenance of the sidewalks in [specific location or area]. As a resident of this community, I have observed that the current condition of the sidewalks poses a safety hazard for pedestrians, particularly for children, the elderly, and those with disabilities.

Specifically, the areas of concern include [describe specific issues such as cracks, uneven surfaces, or debris]. These conditions have not only made it difficult for pedestrians to navigate safely but have also increased the risk of accidents.

Given the importance of maintaining safe and accessible walkways, I kindly request that the [City Council/Department of Public Works] prioritize the inspection and maintenance of these sidewalks. Please let me know if there are any forms or processes I need to complete to facilitate this request.

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

Sincerely,  
[Your Name]