

Request for Graffiti Removal

Date: [Insert Date]

To: [Insert Recipient's Name]

[Insert Recipient's Title]

[Insert Organization's Name]

[Insert Organization's Address]

Dear [Insert Recipient's Name],

I hope this message finds you well. I am writing to formally request the removal of graffiti that has been vandalized on [insert location or property description] on [insert date of incident]. This act of vandalism has not only affected the aesthetic appeal of the area but has also raised concerns among local residents regarding safety and community pride.

As a concerned member of the community, I believe that prompt action in removing this graffiti will help restore a sense of peace and safety in our neighborhood. I respectfully urge you to prioritize this issue and allocate necessary resources for the graffiti removal process.

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

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]