

# Request for Graffiti Removal

Date: [Insert Date]

To: [Municipal Authority Name]

[Municipal Authority Address]

[City, State, Zip Code]

Dear [Municipal Authority Name],

I am writing to formally request the removal of graffiti from municipal buildings located at [Insert Location]. The presence of graffiti not only detracts from the aesthetics of our community but also reflects poorly on our commitment to maintaining a clean and safe environment.

Details of the location:

- Address: [Insert Full Address]
- Description of Graffiti: [Description of the graffiti]
- Date Noticed: [Insert Date]

I kindly ask that the necessary actions be taken to address this issue promptly. Thank you for your attention to this matter, and I look forward to your swift response.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]