

Graffiti Removal Request

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Property Management/City Official's Name]

[Department/Office Name]

[Address]

[City, State, Zip Code]

Dear [Property Management/City Official's Name],

I am writing to formally request the removal of graffiti that has been recently noticed on my residential property located at [Your Address]. The graffiti was discovered on [Date of Discovery] and poses not only an aesthetic issue but also a concern for property safety and community image.

I understand that graffiti can lead to further vandalism and I would greatly appreciate your prompt attention to this matter. Please let me know the next steps and if there are any forms or assistance you may require from my end to facilitate this process.

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

Sincerely,

[Your Name]