

# Request for Mediation Concerning Noise Complaints

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to formally request mediation regarding ongoing noise complaints that I have been experiencing at my residence located at [Your Address]. Despite my efforts to address these concerns directly, the situation has not improved.

The specific issues involve [briefly describe the nature of the noise complaints, e.g., loud music, construction noise, etc.], which occur [mention frequency and times, e.g., "frequently during late-night hours"]. This has significantly affected my well-being and ability to enjoy my home.

I believe that mediation could help facilitate a mutual understanding and resolution between us. I am open to discussing this matter at your earliest convenience. Please let me know if you are willing to engage in mediation and any available dates that may work for you.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,

[Your Name]