

Missed Trash Pickup Report

Date: [Insert Date]

To Whom It May Concern,

I am writing to report a missed trash pickup that occurred on [Insert Date of Scheduled Pickup] at my residence located at [Insert Address].

As per the schedule, trash is supposed to be collected on [Insert Collection Day]. However, the trash was not picked up, causing inconvenience for my household.

I kindly request that you arrange for a pickup at your earliest convenience. Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Contact Information]