

Dear [Resident's Name],

We hope this message finds you well. This letter serves as a reminder of our community's noise and nuisance policy, which is in place to ensure a peaceful and enjoyable environment for all residents.

Please be reminded of the following key points:

- Noise levels should be kept to a minimum, especially during nighttime hours (10 PM - 7 AM).
- Parties and gatherings should not exceed [number] people and must adhere to the noise regulations.
- Complaints regarding excessive noise can be reported to the management office.

We appreciate your cooperation in maintaining a harmonious living environment for everyone. Should you have any questions or concerns regarding the policy, please do not hesitate to reach out to us.

Thank you for your attention to this matter.

Sincerely,
[Your Name]
[Your Title]
[Community/Property Name]
[Contact Information]