

Notice of Escalation of Tenant Grievance

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

We are writing to formally address your ongoing grievances regarding [briefly describe the grievance, e.g., maintenance issues, noise disturbances]. We appreciate your previous communications and would like to inform you of the next steps in your grievance escalation process.

As per our rental agreement and grievance protocol, you may escalate this issue to the following authorities for further resolution:

- [Contact Name or Department, e.g., Property Manager]
- [Phone Number]
- [Email Address]

Please ensure that you provide all relevant details regarding your grievance, including dates, occurrences, and any previous correspondence.

We value you as a tenant and are committed to resolving this matter promptly. Thank you for your attention.

Sincerely,

[Your Name]

[Your Title]

[Property Management Company Name]

[Contact Information]