

Letter of Concern

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [City Official's Name]

[Title]

[City/Department Name]

[City Address]

[City, State, Zip Code]

Dear [City Official's Name],

I am writing to express my concern regarding [specific issue or concern]. This matter has been affecting our community and I believe it requires urgent attention.

[Provide specific details about the concern, including any relevant events, data, or personal experiences that illustrate the issue.]

I urge the city officials to take the necessary steps to address this concern and improve the situation for all residents. I appreciate your attention to this matter and am hopeful for a swift resolution.

Thank you for your time and consideration.

Sincerely,

[Your Name]