

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally complain about the issue of illegal parking in our area, specifically affecting [describe location, e.g., "Main Street"]. This problem has been increasing over the past few months and is significantly impacting local businesses, including my own.

Many vehicles are parked in unauthorized areas, blocking access to stores and creating difficulties for our customers who wish to visit. This has not only led to frustration among patrons but has also resulted in a decline in sales for local businesses.

I urge you to take immediate action to address this issue. Implementing stricter enforcement of parking regulations, increasing signage, or establishing designated parking areas could greatly alleviate the problem.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Business Name, if applicable]