

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number
Date

Housing Association Name
Housing Association Address
City, State, Zip Code

Dear [Housing Association Manager's Name],

I am writing to formally express my concerns regarding the insufficient communication I have experienced from the [Housing Association Name]. As a resident at [Your Apartment/Unit Number] since [Move-in Date], I have encountered several issues that have not been adequately addressed due to the lack of timely and clear communication.

Specifically, I have attempted to reach out regarding [specific issue, e.g., maintenance requests or community updates], and have not received prompt responses despite multiple attempts to contact your office. This continued lack of communication has led to frustration and prolonged unresolved issues that affect my living conditions.

I kindly request that you address this matter and improve communication standards to ensure all residents feel heard and supported. I hope to receive a response to this complaint by [specific date], detailing how you intend to rectify these issues.

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

Sincerely,
[Your Name]