

Formal Complaint Regarding Deteriorating Road Conditions

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Department/Organization Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally express my concern regarding the deteriorating conditions of the roads in [specific location or area]. Over the past few months, I have observed a significant decline in the quality of the roadway, which has become increasingly hazardous for drivers and pedestrians alike.

The problems I have identified include [list specific issues, such as potholes, cracks, poor drainage, etc.]. These conditions not only pose a safety risk but also contribute to vehicle damage and increased maintenance costs for residents and commuters.

I urge the [Department/Organization Name] to take immediate action to address these issues. It is vital for the safety and well-being of our community that we have well-maintained roadways.

Thank you for your attention to this matter. I look forward to your prompt response and action regarding the necessary road repairs.

Sincerely,

[Your Name]