**Edit the letter template below as required**

**[Insert Your Name & Address]**

**[Insert current Date]**

**[Insert Neighbour’s Name & Address]**

Dear **[Insert Neighbour’s name]**

**I am/We are** writing to you to express concern over the noise that is coming from your property. **I/We have spoken before and I/we have raised this / I have not been sure how to raise this with you** but **I/we** wanted to give you some examples of the **noise/disturbance** which is preventing **me/us** from enjoying our home.

These examples include:

* **It may be effective to do a bullet style list of the noise/disturbance and the times that it has happened.**
* **Make sure you include how it has affected you, for example unable to sleep/watch television. Give as much detail as you can with regards to times and durations without being too emotive.**

**I/We** do not wish to prevent you from enjoying your home as we hope you do not wish us to be unhappy. Unfortunately, **I/we** have reached a point where **I/we** felt it was necessary to mention it to you, in the hope of resolving it.

**I am /We are** happy to talk with you so that we can come to an amicable and friendly arrangement to try to stop these issues and prevent any issues in the future.

Thank you for taking the time to read this letter and consider the points **I/we** have mentioned.

Yours sincerely

**[Insert your Name]**