

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

[Landlord's Name]
[Landlord's Address]
[City, State, Zip Code]

Dear [Landlord's Name],

I hope this letter finds you well. I am writing to formally address an ongoing issue with my neighbor, [Neighbor's Name or Apartment Number], that has been affecting my living situation.

[Describe the specific issue. Be clear and concise; include details such as dates, times, and the nature of the complaint, e.g., noise disturbances, property damage, etc.]

Despite my attempts to resolve this matter directly with [Neighbor's Name] on [mention any attempts made, e.g., dates and methods], the situation has not improved.

I would appreciate your assistance in addressing this issue, as it is impacting my quality of life. Please let me know how you plan to resolve this matter or if further information is needed from my side.

Thank you for your attention to this issue.

Sincerely,

[Your Name]
[Your Apartment Number]