

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

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

Dear [Recipient's Name],

I hope this message finds you well. I am writing to share some feedback on the cleanliness standards of our home.

Firstly, I would like to commend the efforts made in maintaining certain areas, such as [specific area, e.g., the kitchen or living room], which have consistently been tidy and well-organized. However, I believe there are areas that could benefit from some additional attention, particularly [specific areas that need improvement, e.g., bathrooms or shared spaces]. To enhance our overall living environment, I suggest [specific suggestions or actions, e.g., creating a cleaning schedule or allocating tasks among housemates].

Thank you for considering this feedback. I believe that by addressing these concerns, we can foster a more comfortable and welcoming home for everyone.

Best regards,
[Your Name]