

[Your Name]
[Your Address]
[City, State, Zip Code]
[Date]

[Recipient's Name/Landlord/Property Manager]
[Recipient's Address]
[City, State, Zip Code]

Subject: Formal Complaint Regarding Late Night Noise

Dear [Recipient's Name],

I am writing to formally complain about excessive noise coming from the property located at [Neighbor's Address/Apartment Number].

For the past [Number] days/weeks, there has been significant noise occurring during late-night hours, specifically between the hours of [Start Time] and [End Time]. This noise consists of [Description of noise, e.g., loud music, shouting, heavy footsteps, or power tools].

This ongoing disturbance is interfering with my sleep and the quiet enjoyment of my home. I have previously attempted to resolve this by [mention if you spoke to them or "this is my first formal notice"], but the issue has not been corrected.

I request that you take the necessary steps to address this matter with the occupants of the property to ensure that the noise levels comply with local ordinances and building regulations regarding quiet hours.

Thank you for your prompt attention to this situation. I look forward to your response regarding how this will be resolved.

Sincerely,

[Your Signature]
[Your Printed Name]