COMMERCIAL NOISE COMPLAINT LETTER

October 8, 2026

From: Casey Example, Example property office, Phoenix, AZ
To: Alex Example, 27 Pine Street
Email: elena.ramirez@example.com Phone: (323) 555-0142

Dear Alex Example,

Please ask the manager of Example business name to review the sound reported near the premises and the operating practices that might address it.

Reported incident

Location: Albany, NY, 29 Pine Street. Reported dates: October 6, 2026 to October 6, 2026. Times or frequency: 8 p.m. to 8:15 p.m. on one occasion.

One reported incident of music heard near the property. Its source has not been confirmed.

Reported impact: I work as a pediatric nurse on rotating night shifts. The ongoing noise has caused chronic sleep deprivation, documented insomnia, and two missed shifts. My 9-year-old daughter has also been unable to sleep on weekends.

Requested response

Please review the sound near your loading entrance.

I would appreciate a response within 2 days. This is the requested time to reply.

Sincerely,

Casey Example

_____ PRINTED NAME

_____ SIGNATURE

_____ DATE