

Your Name and Address
Current Date

Neighbour's Name and Address

Dear Neighbour [or their name]

For some time I have been disturbed by noise from your property. I wrote to you [insert date], but there has been no improvement.

The main problem continues to be [detail the noise that affects you and the frequency you are disturbed].

[Use one of the following bullet points]

- Again, I would politely request that you [detail what you would like them to do i.e. turn the music down]. The noise really does affect me/us/my family from enjoying our/my home. If after a one week from the date of this letter there has been no improvement I will have no option, but to contact the Environmental Protection team at the Council.
- I should welcome the opportunity to discuss this problem with you at your earliest opportunity in order that we can reach an amicable solution to reducing the noise levels. Failing that I will have no option but to approach the Environmental Protection team at the Council.
- The Council has informed me that there is provision under Section 82 of the Environmental Protection Act 1990 for me to take my own action and that I can apply to the Courts for a Noise Abatement Order to be issued. This is something I will consider if the noise from [details of noise] does not improve.

I look forward to your co-operation.

Yours sincerely,