*Your name*

*Your address*

*Contact details*

*Tenant name*

*Tenant address*

Date

Dear

Re: *Tenant address*

I am writing to you to advise you that a complaint has been made about you in regard to:

**Unsatisfactory levels of noise**

The incident took place on *date* at approximately *time*.

Although this may have been an isolated incident, I must ask that noise be kept to a minimum and that the peaceful enjoyment of both your property and the neighbours’ be respected and maintained at all times.

Failure to comply with the above may be considered a breach of your tenancy agreement and repeated complaints may result in further action being taken against you, which could include repossession of the property.

Further complaints will force me to contact the local council which has the power to monitor unsociable noise levels and can, at their discretion legally remove musical players and equipment from the property.

Contact me urgently if you wish to discuss this matter.

Yours sincerely

Landlord: *your name*

Address for Service: *your address*

Your address must be in England or Wales