

[First name Last name]
[Address]
[Postal code, Locality]

[Date]

[Neighbour's first and last names]
[Address]
[Postal code, Locality]

Seeking an amicable solution regarding tobacco smoke

Mr, Mrs., Ms,

I am writing to you because I would like to draw your attention to a situation that is causing my family and me some discomfort.

For [specify period, e.g., a few months], we have noticed cigarette smoke regularly seeping into our apartment, particularly [specify location: through the bedroom or living room windows, or via the stairwell]. This happens mostly [specify frequency: in the evening, almost daily], making the air difficult to breathe.

Unfortunately, this smoke affects our quality of life and health: [mention relevant symptoms: headaches, eye irritation, coughing, or aggravated asthma]. Our [children/elderly family members] are particularly affected; for instance, we sometimes have to keep the windows open constantly, which disrupts the sleep of [our daughter / our son / a family member].

We fully understand that everyone has the right to smoke in their own home or on their balcony. However, due to the building's layout, smoke drifts into our apartment very easily, causing a daily nuisance. In the spirit of good neighbourliness, we would be very grateful if you could consider smoking in a location where the smoke does not drift directly toward our apartment, or at times when it would cause us the least inconvenience.

We wanted to discuss this with you calmly, in the hope of finding a solution that is respectful and balanced for everyone. We remain, of course, at your disposal to discuss the matter further should you wish.

We wanted to discuss this with you calmly, in the hope of finding a solution that is respectful and balanced for everyone. We remain, of course, at your disposal to discuss the matter further should you wish.

We wanted to discuss this with you calmly, in the hope of finding a solution that is respectful and balanced for everyone. We remain, of course, at your disposal to discuss the matter further should you wish.