

**RNA Broadway Avenue,  
Mira Road,  
2nd April 2024**

**To  
A/15, 42,  
RNA Broadway Avenue,  
Mira Road**

**Subject: Request to Avoid Water Overflow on our toilet window from Your Cleaning**

**Dear Resident of Room No. A/15, 42,**

I hope this letter finds you well. I am writing to bring to your attention a situation regarding water overflow from your cleaning activities that has been affecting our toilet window, A/15,32, and causing an unpleasant stench in our home.

We understand that you are cleaning a house that has been closed for a long time, and we appreciate your efforts to maintain cleanliness. However, the water used during your cleaning process tends to overflow and seep into our window, resulting in a persistent odour that requires us to clean it daily.

I kindly request your cooperation in avoiding this water overflow. Perhaps you could consider using less water or directing it away from our window to prevent further inconvenience. Your understanding and cooperation in this matter would be greatly appreciated, as it would contribute to a more harmonious living environment for both of us.

Thank you for your attention to this matter. I look forward to your understanding and cooperation.

Sincerely,  
**Irshad Ahmed Khan  
Resident of A/15,32**