**COMPLAINT LETTER**

12B, Nelson Manickam Road

Nungambakkam

Chennai – 600045

13/12/20XX

The Councillor

Ward No. 26

Chennai – 600052

Subject: Regarding installation of new streetlights in our area

Sir,

I am writing to bring to your kind attention that there are no streetlights in our area, and it has become a huge problem as it has started raining. It is very difficult for people who travel through this area because it is very dark at night, and with continuous rains, the place floods up. It becomes difficult to drive as the roads are damaged, and there have been constant accidents because of this. Therefore, I request you to kindly take some action at the earliest and install streetlights in our area as it is a danger if left like this.

Thank you for your time and cooperation in advance.

Yours faithfully,

Derrick Raj