

Date: _____

Dear Neighbor residing at _____:

This letter is to advise you that the animal(s) residing at your residence have been causing excessive noise by barking, howling or baying excessively. This noise has caused a disturbance to me and possibly others residing in the neighborhood.

I have downloaded this letter from Larimer Humane Society's website to inform you of the situation. Since dogs tend to cause a greater disturbance when their owners are not home, I thought you would like to be informed of the disturbance.

I hope you can rectify the situation, and that we can resolve this issue amicably before an official complaint is made with Larimer Humane Society's Animal Protection & Control Department.

To further aid you in helping your pet, I will be recording the days and times that your pet(s) is creating a disturbance to the neighborhood. If you would like, I can supply you with a list of these days and times to see if they correspond with times you are away from your home.

Please be aware that Fort Collins municipal code has ordinances pertaining to animal disturbance of peace and quiet. To read the ordinance in its entirety, please visit:

<http://www.colocode.com/ftcollins/municipal/chapter4.htm#sec4d94>

Larimer Humane Society's website (www.larimerhumane.org) includes tips on how you can successfully work with your animal to successfully curb excessive noise. They have some wonderful tips sheets posted on their website. Alternatively, you can contact Larimer Humane Society directly via phone at (970) 226-3647 ext. 7 to speak with Animal Protection & Control dispatcher for more information.

Thank you very much for your prompt attention to this matter. I would like to thank you in advance for reading my concern and doing your part to be a responsible pet owner and neighbor.

Sincerely,

_____ (name)

_____ (address)

_____ (phone)