

Date: \_\_\_\_\_

PCS

Day: (M) (T) (W) (T) (F) (S)

Q: Write a letter to Chairman Housing Authority complaining about the missing amenities like water, sewerage, electricity, gas and street light in your residential area and request him to provide these facilities at the earliest.

Examination Hall  
City A.B.C.  
May 28, 2024

Respected Chairman Housing Authority,  
I hope this letter finds you in good health and high spirits. I am writing to bring <sup>to</sup> your attention ~~to~~ some pressing issues concerning our residential area. Despite several reminders and requests, the basic amenities such as water, sewerage, electricity, gas, and street lights are still missing, causing significant



inconvenience to all the residents.

It has been a considerable amount of time & amenities were promised to us, yet we continue to struggle with daily life due to their absence. The lack of proper sewerage system results in ~~unsanitary~~ unsanitary conditions, posing serious health risks. The irregular water supply makes it difficult to manage household chores, and the frequent electricity outages disrupt our daily routines. Additionally, the absence of gas forces us to use expensive sources



which is another hassle. The streets remain dark in at night, increasing the risk of accidents and security concerns.

Our community has been patient and cooperative, but these unresolved issues are affecting our quality of life. Therefore, I respectfully request you to prioritize the provision of these essential services. The timely intervention from your end would greatly alleviate our hardships and ensure a safer and more comfortable living environment for all residents.

I trust you will consider our request with the seriousness it deserves and take immediate action to resolve these issues. Your response will be greatly appreciated.



Thank you for your attention  
to this matter.

Yours sincerely,  
X. Y. Z

