***Draft of a Written Noise Disturbance – 311 email submission***

**Date of disturbance**: (*day and full date*)

**Duration of disturbance**: (*start time, end time, or note ongoing as of submission*).

**Source of the disturbance**: (***venue name***), located at (***full address of business***).

The primary source of this noise disturbance is coming from the interior of (*venue name*), in particular, the amplified bass originating from the sound system within. This very audible deep, throbbing bass noise is easily audible within my home. As it crosses the property line and penetrates into my dwelling it is in clear violation of the city’s noise bylaws regarding amplified sound. This noise is disturbing the quite pleasure of my home at hours after 11:00 PM.

(*If applicable*) The second noise disturbance is from the club patrons standing outside the doors of this venue in order to smoke or converse. On occasion there is considerable yelling from these persons. The bouts of yelling and screaming are also audible within my home.

(*If this is a repeat complaint*) This is not the first such occurrence originating from (*venue name*). There have been many similar disturbances over the last (*weeks, months, years*). Noise issues on the weekend (*weeknights*) can go beyond 3:00 AM on some night, and disturb my sleep (*specify unique details on the hours of the disturbance*).

Please note that I have positively identified the source of this disturbance and can indicate to bylaw enforcement officers where the source is and from what direction it penetrates my home. (*If applicable*) Please note that I have attempted to communicate with the management of this venue to alert them of these repeat disturbances, but with no change in their conduct.

I would like to request that this matter be investigated as soon as possible

**My contact information**:

(*name*)

(*address*)

(*phone*)

(*email*)