Date

Dear Neighbor,

I live on [street name] and have noticed stray cats and kittens roaming the neighborhood and my yard. I would like to prevent more litters by spaying, neutering, vaccinating and returning the cats so that they can stop spraying, fighting and breeding.

If you are feeding cats, please contact me so that I can coordinate trapping efforts and make sure that all food is withheld prior to trapping. My phone number is xxx-xxx-xxxx and my name is [your name].

Thank you,

Name