

Service Feedback Letter

Date: [Insert Date]

To: [Service Provider's Name]

Address: [Service Provider's Address]

Dear [Service Provider's Name],

I hope this message finds you well. I am writing to provide feedback regarding my recent experience with your service. Unfortunately, I encountered a delayed response to my inquiry submitted on [Insert Date of Inquiry].

Despite my expectations for a timely reply, I did not receive a response until [Insert Date of Response]. This delay caused [briefly explain any impact the delay had on you or your situation].

I appreciate the service you provide and look forward to your efforts in improving response times in the future. Thank you for addressing this matter.

Sincerely,

[Your Name]

[Your Contact Information]