

Product Defect Complaint Letter

Your Name

Your Address

City, State, Zip Code

Email Address

Phone Number

Date: [Insert Date]

Customer Service Department

[Company Name]

Company Address

City, State, Zip Code

Dear Customer Service,

I am writing to formally complain about a defect in one of your household products that I purchased on [Purchase Date] from [Store Name or Website]. The product in question is [Product Name/Model Number].

After a brief period of use, I noticed that [describe the defect or issue]. This has caused [explain any inconvenience or problems caused by the defect]. I have attached copies of my receipt and any relevant documentation to support my claim.

I believe this product does not meet the quality standards that your company claims. Therefore, I would like to request a full refund/replacement of the product as per your warranty policy.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]