

Formal Complaint Regarding Agent Dispute

Date: [Insert Date]

To,

Customer Service Department
[Insurance Agency Name]
[Agency Address]
[City, State, Zip Code]

Subject: Formal Complaint Against Insurance Agent

Dear Sir/Madam,

I am writing to formally lodge a complaint regarding the conduct of my insurance agent, [Agent's Name], associated with my policy number [Policy Number]. I have encountered several issues that have not been addressed despite my attempts to resolve them directly with the agent.

Details of the Dispute:

- [Describe Issue 1]
- [Describe Issue 2]
- [Describe Issue 3]

Despite my numerous attempts to discuss these issues with [Agent's Name], there has been no satisfactory resolution. Therefore, I kindly request your intervention in this matter and a thorough review of my case.

Thank you for your immediate attention to this issue. I look forward to a prompt resolution.

Sincerely,

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Phone Number]
[Your Email Address]