

Complaint Regarding Vehicle Insurance Policy Service

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

[Insurance Company Name]
[Insurance Company Address]
[City, State, Zip Code]

Dear [Insurance Company Representative],

I am writing to formally file a complaint regarding the service I have received related to my vehicle insurance policy, policy number [Policy Number]. On [Date], I encountered [describe the issue in detail, e.g., delayed response, unhelpful customer service, claims process issues].

Despite multiple attempts to resolve this matter through [methods of communication used, e.g., phone calls, emails], I have not received satisfactory assistance. It is crucial for me to have this issue resolved promptly as it affects my coverage and peace of mind.

I kindly request a thorough investigation into my complaint and a response detailing the steps that will be taken to address my concerns. I look forward to your prompt reply to this matter.

Thank you for your attention to this issue.

Sincerely,

[Your Name]