

Non-Delivery Complaint

Date: [Insert Date]

Customer Service Team

[Food Delivery Service Name]

[Company Address]

Dear Customer Service Team,

I am writing to formally file a complaint regarding a non-delivery issue I experienced with my recent order (Order Number: [Insert Order Number]) placed on [Insert Date].

Despite receiving confirmation of my order and an estimated delivery time, my food has not arrived, and I have been unable to reach the delivery personnel for updates. This has caused me considerable inconvenience.

I would appreciate it if you could look into this matter and provide me with an update as soon as possible. Additionally, I would like to know how this issue will be addressed and if a refund or compensation is available.

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

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]