

Service Dissatisfaction Complaint

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

Recipient Name
Company Name
Company Address
City, State, Zip Code

Dear [Recipient Name],

I am writing to formally express my dissatisfaction with the service I received on [specific date] at [location or department]. Despite my expectations for high-quality service based on your company's reputation, my experience was far from satisfactory due to [describe specific issues encountered].

This experience has not only caused inconvenience but has also led to [mention any impact these issues had on you, e.g., financial loss, stress, etc.]. I believe it is important for you to be aware of the shortcomings so that improvements can be made.

I would appreciate a prompt response addressing my concerns and outlining steps your company will take to rectify this situation. Thank you for your attention to this matter.

Sincerely,
[Your Name]