

Concern Regarding Defective Gadget Performance

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to express my concerns regarding the performance of the [Gadget Name], which I purchased from [Store/Website] on [Purchase Date]. Unfortunately, I have been experiencing several issues that I believe need your attention.

Since the first use, the gadget has exhibited [describe specific issues, e.g., frequent malfunctions, poor battery life, etc.]. Despite following all usage instructions and troubleshooting steps provided in the manual, the problems persist.

I would appreciate your guidance on how to resolve this matter. Ideally, I would like to [request a replacement, request a refund, etc.]. Thank you for your attention to this matter, and I look forward to your prompt response.

Sincerely,

[Your Name]