

Date: [Insert Date]

[Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

[City, State, ZIP]

Dear [Recipient Name],

I hope this message finds you well. I am writing to bring to your attention a concern regarding the inconsistency in the quality of service we have experienced recently.

Despite our previous positive interactions, we have noticed a decline in service quality during our latest engagements. This inconsistency has led to confusion and frustration among our team, as we have come to expect a certain standard from your organization.

We value the relationship we have built and would appreciate your attention to this matter to ensure that service quality aligns with our expectations and previous experiences. We believe it is essential to address these inconsistencies to maintain our mutually beneficial partnership.

Thank you for your attention to this matter. We look forward to your prompt response and a resolution to our concerns.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]