

Recipient Name

Company Name

Company Address

Date

Dear [Recipient Name],

I am writing to formally express my dissatisfaction with the service I have received from [Subscription Service Name]. My subscription ID is [Subscription ID], and I have been a customer since [Start Date].

Unfortunately, my recent experience has not met my expectations due to [briefly describe the issue, e.g., service delays, poor customer support, etc.]. This has been disappointing, considering the positive experiences I have had in the past.

I would appreciate it if you could address this matter promptly. Specifically, I would like [state your desired resolution, e.g., a refund, service adjustment, etc.].

Thank you for your attention to this matter. I hope to hear back from you soon.

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]