

Letter of Unsatisfactory Appliance Performance

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Customer Service Department

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear Customer Service Team,

I am writing to express my dissatisfaction with the performance of my [Appliance Name], which I purchased on [Purchase Date]. Despite following all operational guidelines, the appliance has been performing below my expectations, specifically in the following ways:

- [Issue #1]
- [Issue #2]
- [Issue #3]

I have attempted to troubleshoot these problems but have been unsuccessful. I kindly request guidance on how to proceed with this matter, including potential repairs, replacements, or refunds.

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

Sincerely,

[Your Name]