

Notification of Unsatisfactory Service Experience

Date: [Insert Date]

To: [Service Provider's Name]

Address: [Service Provider's Address]

Dear [Service Provider's Name],

I am writing to formally notify you regarding my recent experience with your service on [specific date of service]. Unfortunately, my experience did not meet my expectations due to [briefly describe the issue, e.g., delays, poor communication, lack of service].

Despite my attempts to resolve this matter by [mention any steps you took, e.g., contacting customer service], there has been no satisfactory resolution. I believe it is important for you to be aware of this situation, as it reflects on the standards of service you provide.

I would appreciate your immediate attention to this matter and would welcome any steps you could take to rectify the situation. Thank you for addressing this issue promptly.

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]