

Complaint Regarding Defective Appliance

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Customer Service

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear Customer Service,

I am writing to formally complain regarding a defective appliance that I purchased from your store on [purchase date]. The product in question is a [product name and model number], and it has not been functioning as intended since [date of issue].

Despite following all usage instructions, the appliance has shown [describe the defect, e.g., it does not turn on, it makes unusual noises]. I believe this may be due to a manufacturing defect, and I am disappointed with the quality of the product.

I would like to request a full refund or a replacement for the defective item. I have attached a copy of my receipt and any relevant documentation for your review.

Please let me know how to proceed with this matter. I appreciate your immediate attention and look forward to your response.

Sincerely,

[Your Name]