

Complaint Regarding Print Quality

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Date]

[Recipient Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally express my dissatisfaction with the print quality of the [specify printed material, e.g., brochures, flyers, etc.] I received on [mention date of delivery]. Unfortunately, the printed materials did not meet the standards I expected, as they exhibit [explain the specific issues, e.g., faded colors, blurriness, misalignment].

This print quality is disappointing, especially considering the [mention any prior positive experiences or expectations]. I had anticipated that the final product would be [describe desired quality], but what I received has not reflected that.

I kindly ask that you review this issue and provide a resolution, whether it be a reprint of the materials or a refund. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your time.

Sincerely,
[Your Name]