

Subject: Dissatisfaction with Printing Service Quality

Date: [Insert Date]

To: [Company Name]

Address: [Company Address]

Dear [Recipient's Name],

I am writing to express my dissatisfaction with the quality of the printing services I recently received from your company. On [insert date of service], I placed an order for [insert details of the order], and unfortunately, the results did not meet my expectations.

Specifically, I noted the following issues:

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

This experience has not only caused delays in my project but has also resulted in additional costs. I trust that your company values customer satisfaction and will take these concerns seriously.

Therefore, I request a resolution to this matter, which may include a reprint of the materials at no extra charge or a refund. I look forward to your prompt response to ensure this issue is addressed.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Contact Information]

[Your Address]