

Report on Unacceptable Food Quality

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Report on Unacceptable Food Quality

Dear [Recipient's Name],

I am writing to formally report my concerns regarding the quality of food that has been served at [Location/Facility Name]. It has come to my attention that the food provided has not met acceptable standards for quality and safety.

Specifically, on [insert date], I encountered the following issues:

- Item 1: [Describe issue, e.g., expired food, poor preparation, etc.]
- Item 2: [Describe another issue]
- Item 3: [Describe another issue]

These concerns have led to a decline in the overall dining experience and raised issues regarding the health and safety of consumers.

I urge you to take immediate action to investigate these issues and improve the food quality standards at [Location/Facility Name]. Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]