

# Letter of Dissatisfaction

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Bank's Name]

[Bank's Address]

[City, State, Zip Code]

Dear [Bank Manager's Name],

I am writing to formally express my dissatisfaction with the recent delays in processing transactions related to my account ([your account number]). On [date of transaction], I initiated a transaction of [amount] which has yet to be completed.

Such delays are not only inconvenient but also reflect poorly on the level of service I expect from [Bank's Name]. I have been a loyal customer for [number of years] and this is not the standard I anticipated.

I would appreciate your immediate attention to this matter and a prompt update regarding the status of my transaction.

Thank you for your understanding.

Sincerely,

[Your Name]