

# Letter of Concern Regarding Product Experience

Date: [Insert Date]

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

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

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to express my concerns regarding a recent experience I had with [Product Name] purchased on [Purchase Date]. Unfortunately, the product did not meet my expectations and I believe it falls short of the quality that your company is known for.

Upon using the product, I encountered several issues, including [briefly describe specific issues]. Despite following the usage instructions provided, the performance was disappointing and not as advertised.

I value the reputation of [Company Name] and would appreciate your guidance on how to resolve this matter. I am hopeful for a satisfactory resolution, be it a replacement, refund, or another solution that you feel is appropriate.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,  
[Your Name]