

Grievance Letter Concerning Product Recall

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Company's Customer Service Manager],

I am writing to express my concern and disappointment regarding the recent recall of [Product Name] that I purchased on [Purchase Date]. It has come to my attention that this product may pose safety risks, which I find unacceptable.

As a loyal customer of [Company Name], I expected the highest standards of quality and safety. The recall not only affects my trust in your brand but also has caused [describe any inconvenience or issues caused by the recall].

I would appreciate your prompt response detailing the steps you are taking to resolve this issue and what compensation, if any, is being considered for affected customers.

Thank you for addressing my concerns. I look forward to your prompt response.

Sincerely,

[Your Name]