

# Letter of Complaint

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Property Management Company Name]

[Property Management Address]

[City, State, Zip Code]

Dear [Property Manager's Name],

I am writing to formally express my dissatisfaction with the level of customer service I have received from your management team regarding my recent experiences at [Property Name or Address].

On [specific date(s)], I encountered issues with [describe the issues briefly, e.g., maintenance requests, noise complaints, etc.]. Despite multiple attempts to communicate these concerns through [mention your contact methods, e.g., phone calls, emails, etc.], I found the responses to be inadequate and unhelpful. The lack of timely communication and resolution has caused [briefly explain how this has impacted you, e.g., inconvenience, distress, etc.].

I believe that as a tenant, I deserve prompt and respectful service. I urge you to address this issue urgently and improve the responsiveness of your team to tenant needs.

I look forward to your prompt attention to this matter and a satisfactory resolution.

Sincerely,

[Your Name]