

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number
Date

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

Dear [Recipient's Name],

I am writing to express my dissatisfaction regarding the issues I have encountered with [product/service] purchased on [purchase date]. Despite the guarantees provided at the time of purchase, I have faced significant problems that have yet to be resolved.

Specifically, [describe the broken guarantees and problems faced, including any relevant details such as dates, attempts to resolve the issue, etc.]. These issues have caused considerable inconvenience and disappointment.

I expected a resolution based on the guarantees made by your company, and I would appreciate your immediate attention to this matter. I urge you to honor your commitments and provide a satisfactory solution.

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

Sincerely,
[Your Name]