

# Complaint Regarding Poor Customer Service

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Vendor's Name]

[Vendor's Address]

[City, State, ZIP Code]

Dear [Vendor's Name],

I am writing to formally express my dissatisfaction with the customer service I received regarding my recent order (Order Number: [Insert Order Number]) placed on [Insert Order Date].

Despite my attempts to contact your customer service team multiple times regarding my concerns, I have yet to receive a resolution. The representatives I spoke with were unhelpful and seemed uninterested in addressing my problem, which has left me frustrated.

I expected a higher level of service from your company, and as a loyal customer, this experience has been disappointing. I hope you take this matter seriously and improve your customer service procedures.

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

Sincerely,

[Your Name]