

# Complaint Letter for Damages Caused During Cleansing Service

**Your Name**

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

**Company Name**

Company Address  
City, State, Zip Code

Dear [Manager's Name],

I am writing to formally complain about the damages caused during the cleansing service provided at my residence on [date of service]. While I appreciate the effort to clean my home, unfortunately, I experienced significant issues as a result of your team's service.

Specifically, [describe the damages in detail, including what was damaged and how it happened]. This has caused me [mention any inconvenience, financial loss, or other impacts].

I kindly request that you address this matter promptly by [state your desired resolution, such as repairs, compensation, etc.]. I have included copies of the invoice and photographs of the damages for your reference.

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

Sincerely,

[Your Name]