

Feedback on Repair Performance

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Feedback on Recent Repair Work

Dear [Recipient's Name],

I hope this message finds you well. I am writing to provide feedback on the recent repair work completed on [specific item or location], which took place on [date of service].

Unfortunately, I must express my concerns regarding the quality of the repairs performed. Specifically, [describe the issues with the repair, e.g., it was not completed to a satisfactory standard, repairs are not holding, etc.]. This has resulted in [describe any consequences, e.g., further issues, additional costs, inconvenience].

I believe it is important to address these shortcomings promptly to ensure that we can continue to maintain a high standard of service. I would appreciate your attention to this matter and your suggestions on how we can resolve these issues effectively.

Please let me know a suitable time for us to discuss this further. Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]