

# Grievance Letter for Unsatisfactory Repair Work

**Your Name**

Your Address  
City, State, Zip Code  
Email Address  
Phone Number  
Date: [Insert Date]

**Recipient Name**

Company Name  
Company Address  
City, State, Zip Code

Dear [Recipient Name],

I am writing to formally express my dissatisfaction with the repair work conducted by your team on [specific date] at my property located at [your address].

Despite my expectation for a thorough and satisfactory repair, I have encountered the following issues:

- [Issue 1]
- [Issue 2]
- [Issue 3]

These problems have not only caused inconvenience but have also prompted concerns regarding the quality of service provided. I kindly request that these issues be addressed promptly and adequately.

I look forward to your prompt response regarding this matter. Please feel free to contact me at [your phone number] or [your email] to discuss this further.

Thank you for your attention to this important issue.

Sincerely,

[Your Name]