

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 formally express my grievance regarding the deceptive service agreement that I entered into with [Company Name] on [Date of Agreement].

Upon signing the agreement, I was misled regarding [specific details about the service or terms that were deceptive]. I believe that the information provided was not only misleading but also failed to reflect the true nature of the services offered.

As a result of this misinformation, I am facing [describe any consequences you are experiencing]. I would like to request [mention any actions you want the company to take, such as a refund, service cancellation, etc.].

Enclosed are copies of [mention any documents you are including to support your grievance]. I hope to resolve this matter promptly and amicably.

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

Sincerely,
[Your Name]