

Defective Equipment Grievance

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

To Whom It May Concern,

I am writing to formally notify you of a grievance regarding a defective product I purchased, which I believe warrants a recall. The equipment in question is [describe the product, including model number and purchase date].

Since the acquisition of this product, I have encountered the following issues: [list and describe the defects or problems]. These defects have not only caused inconvenience but also raised serious safety concerns.

In light of these issues, I am requesting that you initiate a recall for this product and provide information on how I can receive a replacement or refund. Additionally, I would like to know what measures you will be taking to ensure the safety and reliability of this product in the future.

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

Sincerely,

[Your Name]