

Letter of Dissatisfaction regarding Service Delays

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally express my dissatisfaction with the service I have received from [Company's Name]. On [specific date], I encountered significant delays in [describe the service or product]. Despite my previous communications regarding this matter, I have yet to receive a satisfactory response or resolution.

The lack of timely communication and updates regarding the progress of my request has caused considerable inconvenience, and I believe it is essential that your company addresses these issues promptly.

I would appreciate a thorough explanation for the delays and a timeline for when I can expect resolution. Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]