

Sports Team Complaint Acknowledgment

Date: [Insert Date]

Dear [Complainant's Name],

Thank you for reaching out to us regarding your concerns about [brief description of the issue]. We appreciate your feedback as it helps us improve our organization and the experience of our players and supporters.

Your complaint has been received and is currently under review. We take such matters seriously and will ensure that it is addressed appropriately. Our team is committed to resolving this issue in a timely manner.

If you have any further information you'd like to share, please feel free to contact us at [Contact Information]. We value your input and are here to assist you.

Thank you for your understanding and for being a part of our team.

Sincerely,

[Your Name]

[Your Position]

[Team Name]

[Contact Information]