

# Letter of Expression of Dissatisfaction with Service

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

## **Subject: Expression of Dissatisfaction with Service**

Dear [Recipient Name],

I am writing to formally express my dissatisfaction with the service I received from [Company Name] on [specific date]. Despite having high expectations based on your company's reputation, my experience fell short in the following ways:

- [Describe specific issue or concern #1]
- [Describe specific issue or concern #2]
- [Describe specific issue or concern #3]

These issues not only caused inconvenience but also led to [describe any consequences, if applicable]. I urge you to investigate this matter and provide a resolution.

I hope to hear back from you soon regarding this matter, as my experience with your company is important to me.

Thank you for your attention to this issue.

Sincerely,

[Your Name]