

Compensatory Offer Letter

Date: [Date]

Dear [Customer's Name],

We sincerely apologize for the inconvenience you experienced with our service on [specific date]. Your satisfaction is our priority, and we are committed to making things right.

As a token of our apology, we would like to offer you [describe the compensatory offer, e.g., discount, free service, etc.]. This offer is valid until [expiration date].

Please feel free to reach out to us at [contact information] if you have any further concerns or questions.

Thank you for your understanding and patience.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]