

Quality Issue Complaint

Date: [Insert Date]

To: [Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally complaint regarding a quality issue I have encountered with [Product Name/Model] that I purchased on [Purchase Date] from [Store/Website]. Upon using the product, I noticed that [describe the issue in detail, including any specific problems].

As a loyal customer, I expected a higher standard of quality from your company. I would appreciate your immediate attention to this matter and hope we can resolve this issue promptly. I am looking for a [replacement/refund/repair] for the product.

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

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]