

# Grievance Letter Regarding My Recent Stay

Date: [Insert Date]

Hotel Manager

[Hotel Name]

[Hotel Address]

[City, State, Zip Code]

Dear [Hotel Manager's Name],

I hope this message finds you well. I am writing to express my dissatisfaction regarding my recent stay at [Hotel Name] from [Check-in Date] to [Check-out Date]. Unfortunately, my experience did not meet the expectations that were set when I booked my stay.

The main issues I encountered were as follows:

- 1. [Describe Issue 1, e.g., "The room was not properly cleaned upon arrival."]
- 2. [Describe Issue 2, e.g., "The air conditioning was not functioning adequately."]
- 3. [Describe Issue 3, e.g., "The noise levels from the adjacent room were disruptive."]

Despite bringing these matters to the attention of the hotel staff, I did not receive a satisfactory resolution. This has greatly affected my overall experience and has left me disappointed.

I kindly request that you address these concerns and provide me with feedback on how you plan to improve these issues for future guests. Additionally, I would appreciate compensation for my unsatisfactory experience.

Thank you for taking the time to address my grievances. I look forward to hearing from you soon.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]