

Grievance Letter Regarding Car Repair

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Service Center Name]

[Service Center Address]

[City, State, Zip Code]

Dear [Service Manager's Name],

I am writing to formally express my grievance regarding the recent car repair service I received at your facility on [Insert Date of Service]. My vehicle, a [Make and Model], was brought in for [briefly describe the problem].

Unfortunately, the repairs were not completed to my satisfaction. [Describe the issues you encountered, such as delays, poor quality of repairs, or any problems still persisting after the service].

I expected a professional level of service based on your reputation, but my experience has led to disappointment. I request a resolution to this matter, which may include a re-evaluation of the repairs performed, a refund, or assistance in resolving the issues that remain.

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

Sincerely,

[Your Name]