

Letter of Dissatisfaction

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Service Center's Name]

[Service Center's Address]

[City, State, ZIP Code]

Dear [Service Manager's Name],

I am writing to formally express my dissatisfaction with the service I received at [Service Center's Name] on [Date of Service]. I brought my vehicle in for [describe service, e.g., an oil change, brake inspection], and unfortunately, my experience did not meet my expectations.

[Describe specific issues, e.g., delays, poor communication, lack of professionalism, additional charges not previously discussed]. As a loyal customer, I expected better service quality and customer care.

I kindly request that you address these issues and offer a resolution that reflects the standards of your service center. I look forward to your prompt reply.

Thank you for your attention to this matter.

Sincerely,

[Your Name]