

Subject: Grievance Regarding Poor Cleaning Service Performance

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally express my dissatisfaction with the cleaning services provided by your company at [location of service]. Despite previous communications, I have observed a consistent decline in the quality of service since [mention duration or specific date].

The following issues have been noted:

- Inconsistent cleaning schedules
- Inadequate dusting and vacuuming
- Failure to address specific areas of concern previously communicated
- Use of subpar cleaning supplies

I would appreciate it if you could look into these matters promptly. I value our partnership and hope to see an improvement in the service provided. Please contact me at your earliest convenience to discuss how we can resolve these issues.

Thank you for your attention to this matter.

Sincerely,

[Your Name]