

# Complaint About Unfulfilled Service Expectations

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally express my dissatisfaction with the service I received on [Insert Date of Service]. Despite my expectations based on your advertised standards, I found the service lacking in several key areas.

Specifically, [briefly explain the issues you encountered, e.g., delays, poor quality, lack of communication, etc.]. This experience was disappointing, considering [mention any previous positive experiences, if applicable].

I believe it is important for companies to uphold the standards they promote and to take customer feedback seriously. I kindly request a resolution to this matter, which may include [suggest possible resolutions, e.g., a refund, service redo, etc.].

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

Sincerely,

[Your Name]