

Request for Resolution on Negative Experience

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally express my dissatisfaction regarding a recent experience I had with [specific service/product] on [date]. Unfortunately, the experience did not meet my expectations due to [briefly explain the negative experience].

As a loyal customer, I believe it is important to bring this matter to your attention. I would greatly appreciate your assistance in resolving this issue and [suggest a reasonable resolution, e.g., a refund, replacement, etc.].

Thank you for taking the time to address my concerns. I look forward to your prompt response.

Sincerely,

[Your Name]