

# Security Service Complaint Letter

**Date:** [Insert Date]

**Your Name:** [Your Name]

**Your Address:** [Your Address]

**Your City, State, Zip Code:** [Your City, State, Zip Code]

**Email:** [Your Email]

**Phone:** [Your Phone Number]

**To:** [Recipient Name]

**Title:** [Recipient Title]

**Company Name:** [Security Company Name]

**Company Address:** [Company Address]

**City, State, Zip Code:** [Company City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally lodge a complaint regarding the violations of the security service contract dated [Insert Contract Date]. It has come to my attention that several terms outlined in our agreement have not been met, specifically:

1. [Describe violation 1]
2. [Describe violation 2]
3. [Describe violation 3]

These issues have raised significant concerns regarding the safety and security of [Specify Location/Property]. I have attempted to resolve these issues informally; however, the lack of communication and action on your part has led to the need for this formal complaint.

I request that you address these concerns promptly and provide me with a response outlining the actions you will take to rectify these issues. Failure to do so may compel me to seek further action, including but not limited to terminating the contract.

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

Sincerely,

[Your Name]