

# **Social Club Member Grievance Acknowledgment**

Date: [Insert Date]

Dear [Member's Name],

Thank you for reaching out to us with your feedback regarding [describe the issue briefly]. We appreciate you taking the time to share your thoughts, as it helps us improve our club and the experiences of our members.

We want to assure you that your grievance is being taken seriously, and we are currently reviewing the details you provided. Our team will work towards a resolution and will keep you updated on the progress.

If you have any more information you would like to share or if you have further questions, please do not hesitate to contact us.

Thank you once again for your valuable feedback.

Sincerely,

[Your Name]

[Your Position]

[Social Club Name]

[Contact Information]