

Complaint Regarding Appliance Service

From: [Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Date]

To: [Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally complain about the service I received regarding my [appliance name] on [date of service]. Despite my expectations of high-quality service based on your company's reputation, I was disappointed by [describe the issue, e.g., the lack of repair, poor customer service].

Details of the issue:

- Appliance: [appliance name]
- Date of service: [date]
- Service technician: [technician's name]
- Description of the problem: [brief description]

I have reached out regarding this matter multiple times but have yet to receive a satisfactory response. I expect an immediate resolution, including [state your desired outcome, e.g., a repair, a refund].

Please address this matter at your earliest convenience. I look forward to your prompt response.

Sincerely,

[Your Name]