

Inquiry Regarding Unresolved Venue Rental Complaints

Date: [Insert Date]

To: [Venue Manager's Name]

Venue: [Venue Name]

Address: [Venue Address]

Dear [Venue Manager's Name],

I hope this message finds you well. I am writing to formally inquire about the unresolved complaints I have submitted regarding my recent experience with the venue rental at [Venue Name] on [Rental Date].

Despite multiple communications on this matter, I have yet to receive a satisfactory response or resolution. The details of my complaints are as follows:

- Complaint 1: [Brief Description]
- Complaint 2: [Brief Description]
- Complaint 3: [Brief Description]

Given the circumstances, I kindly request an update on the status of my complaints and the steps that will be taken to address these issues. It is important for us to reach a resolution promptly.

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

Sincerely,

[Your Name]

[Your Contact Information]

[Your Address]