

# Charity Assistance Complaint

From: [Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Insert Date]

To: [Charity Organization Name]

[Charity Organization Address]

[City, State, Zip Code]

## Subject: Complaint Regarding Charity Assistance

Dear [Recipient's Name or "To Whom It May Concern"],

I am writing to formally express my dissatisfaction with the assistance I received from [Charity Organization Name] on [date of assistance]. Despite my expectations based on your organization's reputation and mission, I found the experience to be [describe your experience briefly].

Specifically, I would like to address the following issues:

- [Issue 1 Description]
- [Issue 2 Description]
- [Issue 3 Description]

I believe that every individual seeking assistance deserves empathy and prompt support. Unfortunately, my experience failed to meet these standards.

I would appreciate it if you could look into this matter and provide me with a response at your earliest convenience. Thank you for your attention to this important issue.

Sincerely,

[Your Name]