

# Grievance Letter Regarding Customer Support

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Customer Support Manager's Name],

I am writing to formally express my disappointment with the customer support I received regarding [insert specific issue]. On [insert date], I reached out to your support team and was expecting prompt and helpful assistance. Unfortunately, my experience fell far short of my expectations.

Despite my repeated efforts to seek resolution, the responses were [describe issues such as unhelpful, delayed, rude, etc.]. This lack of effective support not only caused frustration but also hindered my ability to [explain how it affected you or your situation].

I believe that as a valued customer, I deserve a higher standard of service. I kindly request a review of my case and would appreciate any further assistance in resolving this matter.

Thank you for your attention to this issue. I hope to hear from you soon regarding a resolution.

Sincerely,

[Your Name]