

# Final Resolution on Your Complaint

Date: [Insert Date]

Dear [Customer's Name],

Thank you for your patience during the investigation of your complaint regarding [brief description of the issue]. We understand how important this matter is to you.

After a thorough review, we have concluded our investigation and would like to inform you of the following resolution:

[Detail the resolution, any compensations offered, or steps taken to rectify the issue.]

We value your feedback and strive to improve our services based on customer experiences. If you have any further questions or need additional assistance, please do not hesitate to contact us at [contact information].

Thank you for bringing this matter to our attention.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]