

Complaint Letter Regarding Unaddressed Public Service Grievances

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Recipient's Name]

[Recipient's Title/Department]

[Public Service Department Name]

[Department Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally express my concerns regarding the unresolved grievances I have encountered with [specific public service] in [specific location or department]. Despite multiple attempts to address these issues, I have yet to receive a satisfactory response or resolution.

Specifically, my grievances include:

- [Detail Grievance #1]
- [Detail Grievance #2]
- [Detail Grievance #3]

These issues have resulted in [briefly explain the impact of the grievances]. I believe it is crucial for the public service to maintain a standard of accountability and responsiveness to the citizens it serves.

I kindly request that you investigate these matters and provide a prompt response to my concerns. I am hopeful for a resolution that ensures better public service delivery in our community.

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

Sincerely,

[Your Name]