

# Service Guarantee Provision

Date: [Insert Date]

To: [Customer's Name]

[Customer's Address]

Dear [Customer's Name],

We are pleased to inform you about our Service Guarantee that ensures your satisfaction with our services. At [Company Name], we are committed to providing high-quality service to our valued customers.

Our Service Guarantee includes:

- Prompt response to inquiries within [Insert Time Frame]
- Resolution of service issues within [Insert Time Frame]
- Full refund or credit if you are not satisfied with our service

If you have any concerns regarding our services, please feel free to contact us at [Insert Contact Information]. We value your feedback and aim to ensure your experience with us is positive.

Thank you for choosing [Company Name]. We look forward to serving you.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Phone Number]

[Company Email]