

Formal Complaint Against Contractor

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Contractor's Name]
[Contractor's Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Contractor's Name],

I am writing to formally lodge a complaint regarding your lack of response to my previous communications about [specific issue or project name]. Despite my repeated attempts to reach out on [list dates of communication], I have yet to receive any acknowledgment or resolution concerning the matter.

Your failure to respond has not only caused significant inconvenience but has also raised concerns about your commitment to our agreement. It is critical for me to receive an update regarding [specific details of the issue or contract].

I kindly request that you get back to me by [specific deadline] so that we can resolve this issue promptly. If I do not receive a response, I may need to consider further actions to protect my interests.

Thank you for your immediate attention to this matter.

Sincerely,

[Your Name]