

Formal Complaint Against Contractor

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Contractor's Name]

[Contractor's Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Contractor's Name],

I am writing to formally complain about the negligence I have experienced regarding the project you undertook at my property located at [Property Address]. The contract was signed on [Contract Date], and the agreed terms were not adequately followed, leading to significant issues.

Specifically, I would like to bring to your attention the following concerns:

- [Concern 1: Description of negligence]
- [Concern 2: Description of negligence]
- [Concern 3: Description of negligence]

Despite previous discussions and attempts to resolve these issues, the situation remains unaddressed. I expect to receive a full explanation regarding these matters and a prompt action plan to rectify them.

Please respond to this complaint within [insert time frame, e.g., 14 days], as I am prepared to escalate this issue if it remains unresolved.

Thank you for your immediate attention to this serious matter.

Sincerely,

[Your Name]