

# Formal Complaint Against Contractor

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

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

Dear [Contractor's Name],

I am writing to formally complain about the work performed by you and your company at my property located at [Property Address]. It has come to my attention that the work was conducted without the appropriate licenses required by [State/Local Regulations].

The specific issues with the work include:

- [Describe issue 1]
- [Describe issue 2]
- [Describe issue 3]

As a result of these concerns, I have suffered [mention consequences, e.g., financial loss, safety issues]. I request that you remedy this situation immediately by [state your desired outcome, e.g., obtaining a license, completing the work to code, etc.].

Should I not receive a satisfactory response within [time frame, e.g., 14 days], I may be forced to take further action, which may include contacting the appropriate licensing board or seeking legal advice.

Thank you for your prompt attention to this matter. I hope to resolve this issue amicably.

Sincerely,

Your Name