

Formal Complaint Regarding Lack of Follow-Up Pest Control Services

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

Manager's Name
Company/Organization Name
Company Address
City, State, Zip Code

Dear [Manager's Name],

I am writing to formally express my concern regarding the lack of follow-up pest control services that were promised after your initial visit on [date of initial service]. Despite assurances that a follow-up inspection would occur, I have yet to receive any communication or service from your team.

The initial service addressed [describe the issue briefly] but left us with unresolved problems that continue to affect our living conditions. I expected to have the follow-up take place by [insert expected timeline], but there has been no update or action from your side.

I kindly request a prompt reply to this issue, outlining the steps you will take to address my complaint and ensure ongoing pest control service is provided as promised. Thank you for your immediate attention to this matter.

Sincerely,
[Your Name]