

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

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

Dear [Recipient's Name],

I am writing to formally express my complaint regarding a serious breach of trust that has occurred due to fraudulent activities involving [specific description of the incident]. This situation has not only caused me significant distress but also financial loss.

On [date of the incident], I discovered that [provide detailed account of fraudulent behavior, including any relevant dates, communications, and outcomes]. I had placed my trust in [name the person or organization involved], and this breach has left me feeling vulnerable and dismayed.

I respectfully request a thorough investigation into this matter and appropriate measures taken to rectify the situation. Furthermore, I would appreciate a prompt response outlining the steps that will be undertaken to resolve this issue.

Thank you for your attention to this serious matter. I look forward to your prompt response.

Sincerely,
[Your Name]