

Formal Complaint Regarding Inaccurate Product Descriptions

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Customer Service Department

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear Customer Service Team,

I am writing to formally complain about the inaccurate product descriptions associated with my recent purchase of [Product Name] (Order Number: [Order Number]) from your website on [Purchase Date]. Upon receiving the product, I found that it did not match the description provided online.

The specific issues include:

- [Issue 1]
- [Issue 2]
- [Issue 3]

This misrepresentation has resulted in [explain how it affected you, e.g., inconvenience, financial loss, etc.]. I kindly request that you address this matter by [suggest a resolution, e.g., issuing a refund, providing the correct product, etc.].

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

Sincerely,

[Your Name]