

Formal Grievance Regarding Driver's Behavior

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally express my grievance regarding the behavior of one of your drivers on [specific date].

On this date, I encountered [briefly describe the incident and the driver's behavior, including any relevant details such as location, time, and specific actions taken by the driver].

This incident not only affected my experience but also raised concerns about safety and professionalism. I believe it is important for your company to maintain high standards of conduct among all employees.

I kindly request that this issue be investigated and addressed accordingly. It is my hope that appropriate measures will be taken to ensure that similar incidents do not occur in the future.

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

Sincerely,

[Your Name]