

# Formal Complaint Against Store Manager

Date: [Insert Date]

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

[Manager's Name]  
[Store Name]  
[Store Address]  
[City, State, Zip Code]

Dear [Manager's Name],

I am writing to formally lodge a complaint regarding the ongoing employee misconduct at [Store Name] and the failure to address these issues appropriately by management.

On [specific dates], I witnessed the following incidents involving [Employee's Name/Position]:  
[Briefly describe the misconduct, including specific examples and any witnesses if applicable].  
Despite bringing this to your attention on numerous occasions, there has been no action taken to rectify the situation.

Such behavior not only affects the workplace environment but also impacts customer experience and the reputation of the store. I believe it is the responsibility of management to ensure a safe and respectful workplace for both employees and customers.

I urge you to take immediate action to address this matter seriously and to implement the necessary steps to prevent further occurrences. I look forward to your prompt response regarding how this issue will be resolved.

Thank you for your attention to this serious matter.

Sincerely,

[Your Name]