

# Formal Grievance Letter

[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]

## **Subject: Formal Grievance Regarding Fiduciary Duty Violation**

Dear [Recipient's Name],

I am writing to formally express my grievance concerning a violation of fiduciary duty that I believe has occurred regarding my case/account [insert specific details or identifiers if applicable].

As you are aware, fiduciary duties are critical to maintaining trust and integrity in our professional relationship. Specifically, I have observed [describe the specific violation, circumstances, and dates as applicable]. This situation has caused [explain any harm or impact to you], which I believe is unacceptable.

I request that this grievance be addressed promptly, and I expect a thorough investigation into this matter. I also seek a response detailing the steps that will be taken to rectify this situation and prevent future occurrences.

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

Sincerely,

[Your Name]  
[Your Position/Relation if applicable]