

# Complaint Regarding Assigned Storage Facility Allocation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Recipient: [Storage Facility Manager's Name]

Storage Facility: [Storage Facility Name]

[Facility Address]

[City, State, Zip Code]

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Dear [Storage Facility Manager's Name],

I am writing to formally lodge a complaint regarding the allocation of my assigned storage unit, which was communicated to me on [Insert Date]. The details are as follows:

Assigned Storage Unit Number: [Insert Unit Number]

Issue: [Clearly state the issue, e.g., the unit was already rented, issues observed in the unit's condition, etc.]

I kindly request that this matter be addressed promptly, as my belongings are currently in jeopardy. I would appreciate a resolution that assures proper allocation of a storage unit that is available and suitable for my needs.

Please contact me at your earliest convenience to discuss this matter further. I look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]