

Complaint Letter

_____, _____, _____

Dear _____,

Greetings! This complaint letter is related to the _____ I purchased on _____
_____. I paid _____ that comes with a ____-year warranty
and it was delivered to my home on _____.

Upon further checking the product, I found out that

I have contacted customer service but I haven't received a reply yet for a long time.

I would like to file a complaint about the service that I've received. Please contact me
anytime at my _____ or email me at _____ with a resolution
to the problem so that I do not have to escalate the issue further.

Sincerely,



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