Business Complaint Letter Generator

From

_____ (your name)

_____

_____

_____ (your address)

To,
_____ (name of recipient)

_____ (designation)

_____ (name and address of organization)

_____

Date _____ (date f writing letter)

Dear Mr/Mrs. _____ (name of recipient)

I had availed …….(specify if you purchased a product or service from the organization and mention clearly about payments made if any) .

…… (briefly explain the cause for your inconvenience/dissatisfaction) I have suffered immense mental and physical strain.

I need your office to intervene immediately and sort out this issue. Not only do I want demurrages for …….(mention the cause), but a suitable compensation for inconveniencing me …… failing which I will have to move the consumer-court for justice.

Please expedite and resolve my problem at the earliest.

Thanking You

_____ (your name)