

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Company Name or Organization Name]
[Company Address]
[City, State, ZIP Code]

Dear [Recipient's Name],

Subject: Formal Complaint Regarding Online Scam

I am writing to formally express my dissatisfaction and concern regarding an online scam that I recently encountered, which I believe falls under the jurisdiction of your organization.

On [date of incident], I was led to believe that [describe the nature of the scam, including specifics like the platform used, the product or service involved, and any deceptive practices]. I completed the transaction expecting to receive [goods/services promised], but I did not receive anything in return.

Despite several attempts to resolve the issue by [mention any attempts made to contact the scammer or platform], I have not received a satisfactory response or resolution.

I request that your organization take the necessary steps to address this issue by [mention any specific actions you want them to take, such as refunds, warnings to other consumers, etc.]. Additionally, I would appreciate any guidance on how to avoid similar scams in the future. Please find attached copies of [mention any documents or evidence that supports your complaint, such as emails, transaction receipts, screenshots, etc.].

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]