

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

Customer Service

DHL Express

[Company Address]  
[City, State, Zip Code]

Dear DHL Customer Service Team,

I am writing to provide feedback regarding my recent experience with your delivery service.

On [insert date], I used DHL to send a package from [origin] to [destination]. I would like to commend you on [positive aspect, e.g., prompt delivery, tracking services, customer support]. The package arrived on time and in excellent condition.

However, I did encounter an issue with [describe any issue, e.g., tracking difficulties, delayed delivery, etc.]. It would be helpful if [suggestion for improvement].

Overall, I appreciate the quality of service provided by DHL and look forward to using your services again in the future.

Thank you for taking the time to consider my feedback.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]