

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

Dear [Recipient Name],

Subject: Inquiry Regarding Consumer Rights Act

I hope this letter finds you well. I am writing to inquire about my rights as a consumer under the Consumer Rights Act 2015 in relation to [specific product/service].

On [purchase date], I purchased [description of product/service] from [store/website] for [amount]. Unfortunately, I have encountered the following issues: [briefly describe the problems].

I would like to know how your company intends to address this matter in accordance with the Consumer Rights Act. Specifically, I am seeking [refund/replacement/repair, etc.].

Please respond to this inquiry by [specific date], as I would like to resolve this issue promptly. Thank you for your attention to this matter.

Sincerely,

[Your Name]