

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

[Recipient's Name]
[Company's Name]
[Company's Address]
[City, State, ZIP Code]

Dear [Recipient's Name],

Subject: Invocation of Consumer Rights Act

I am writing to formally invoke my rights under the Consumer Rights Act [Year] concerning [describe the product/service and issue briefly].

On [purchase date], I purchased [product/service name] from [Company's Name]. Unfortunately, the product/service has not met the expected standards due to [explain the issue, e.g., defects, misrepresentation, etc.].

According to the Consumer Rights Act [Year], I am entitled to [list your rights, e.g., a refund, replacement, repair]. I request that you address this issue promptly by [specify what you want them to do, e.g., processing a refund, replacing the item].

Please respond to this letter within [number of days, e.g., 14 days] to confirm your action regarding my request. If I do not receive a satisfactory response, I may have to escalate this matter to the relevant authorities or seek legal advice.

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

Sincerely,
[Your Name]