

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

Customer Service

IKEA [Store Location or Website]
[Store Address or Customer Service Email]

Dear IKEA Customer Service Team,

Subject: Feedback on Recent Delivery Service

I hope this message finds you well. I am writing to provide feedback regarding my recent experience with the IKEA delivery service on [Delivery Date].

Firstly, I would like to commend the delivery team for their punctuality. The delivery arrived at the scheduled time, which was greatly appreciated. Additionally, the delivery personnel were professional and courteous while handling my items.

However, I would like to address a few concerns that impacted my overall experience. [Describe any issues you encountered, such as items missing, damage, communication problems, etc.]

In conclusion, I appreciate the strengths of your service but hope to see improvements in the areas mentioned. Thank you for taking the time to consider my feedback.

Sincerely,
[Your Name]