

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

Customer Service

IKEA

[Store Address or Customer Service Email]

Dear IKEA Customer Service,

I hope this message finds you well. I am writing to bring to your attention an issue with my recent order, [Order Number], which was delivered on [Delivery Date]. Unfortunately, some items in the delivery were incorrect.

The following items were delivered incorrectly:

1. [Item Name/Description] - Ordered: [Correct Item Description]
2. [Item Name/Description] - Ordered: [Correct Item Description]

I would appreciate your assistance in rectifying this error as soon as possible. Please let me know the steps needed to return the incorrect items and arrange for the correct ones to be delivered.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]