

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

JGH Customer Service

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

Dear JGH Customer Service,

I am writing to express my dissatisfaction with a recent experience I had with your service on [date of the incident]. Unfortunately, it did not meet the expectations set by your company's reputation.

[Describe the specific issue briefly, including what occurred, where it happened, and what the expected service was.]

I attempted to resolve this matter by [explain any attempts made to seek a resolution]. However, these efforts did not yield a satisfactory outcome.

I hope you take this feedback seriously and address the issue to ensure better service in the future. I look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,
[Your Name]