

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

Customer Service

JXL Cam

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

Dear Customer Service Team,

Subject: Formal Complaint Regarding [specific issue or product]

I am writing to formally express my dissatisfaction with [describe the specific issue or product] that I purchased on [purchase date]. Despite my expectations, the product/service has not met the quality standards promised.

[Provide a detailed description of the issue, including any relevant dates, model numbers, and previous communication you had with customer service.]

I kindly request that you address this matter by [state your desired resolution, e.g., a refund, replacement, or repair]. I have attached copies of my purchase receipt and any relevant correspondence for your review.

I appreciate your prompt attention to this matter and look forward to your reply.

Sincerely,

[Your Name]