

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

[Manager's Name]  
KFC [Location/Store Number]  
[Store Address]  
[City, State, Zip Code]

Dear [Manager's Name],

I hope this letter finds you well. I am writing to formally express my concerns regarding certain issues I have encountered during my employment at KFC [Location/Store Number].

[Briefly describe the specific issue you are facing, including dates and any relevant details. Be factual and concise.]

I believe this matter affects not only my work experience but also the overall morale and efficiency of our team. I am committed to upholding KFC's values and would appreciate your attention to this matter.

I would like to discuss this issue further and explore potential solutions. Please let me know a convenient time for us to meet.

Thank you for your understanding and support.

Sincerely,

[Your Name]  
[Your Position]