

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

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

Dear [Recipient's Name],

I hope this message finds you well. I am writing to bring to your attention an issue I have encountered with the laundry services provided by [Company's Name].

Recently, I noticed a persistent odor in the garments I received after a cleaning cycle. The odor seems to linger despite multiple washes, which has prompted me to reach out for assistance.

I would appreciate guidance on how to best resolve this issue. If there are recommended products or techniques to remove this odor, or if a re-cleaning of the affected items can be arranged, I would be grateful for your support.

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

Sincerely,
[Your Name]