

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to address some concerns regarding the recent PVC pipe installation at [location or project name]. Initially, the installation was expected to follow the agreed-upon timeline and specifications. However, we have encountered several issues that require immediate attention:

1. ****Inconsistent Joint Sealing****: It appears that several joints are not adequately sealed, leading to potential leaks.

2. ****Improper Alignment****: Some sections of the pipes have noticeable misalignments, which could hinder proper flow and may cause future complications.

3. ****Lack of Support****: The spacing between pipe supports seems to exceed recommended standards, which may result in sagging over time.

I kindly request your prompt assistance in addressing these issues to ensure the integrity and functionality of the installation. Please let me know when we can arrange for a site visit to assess and rectify these concerns.

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

Sincerely,

[Your Name]
[Your Position, if applicable]
[Your Company Name, if applicable]