

[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 am writing to formally express my dissatisfaction with a defective PVC pipe purchased from your company on [purchase date]. The pipe began to show signs of [describe the defect, e.g., leaks, cracks, deformities] shortly after installation, which has caused [explain the consequences, e.g., water damage, disruption, additional costs].

I have attached a copy of the receipt and photographs of the defective pipe for your reference. Given the situation, I would appreciate a full refund or a replacement of the defective product.

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

Sincerely,
[Your Name]