

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

Customer Service Department

QKRX

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

Subject: Complaint Regarding [Brief Description of the Issue]

Dear Customer Service Team,

I hope this message finds you well. I am writing to formally express my dissatisfaction regarding [describe the issue briefly, e.g., a product/service failure, poor customer service experience, etc.] that I encountered on [date of the issue].

[Provide a detailed description of your complaint, including relevant information such as order number, dates, names of employees (if applicable), and any attempts you made to resolve the issue.]

As a loyal customer of QKRX, I expected a higher standard of service and quality. I kindly ask that you look into this matter and provide a resolution.

I appreciate your attention to this issue and look forward to your prompt response.

Sincerely,  
[Your Name]