

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

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

Dear [Recipient Name],

I am writing to formally express my dissatisfaction regarding [specific issue related to RLS].

On [specific date], I [describe the situation briefly, including any relevant details]. Despite my attempts to resolve this matter by [mention any previous communications or actions taken], I have yet to see a satisfactory resolution.

I believe that [explain why the issue is significant and how it has impacted you]. I would appreciate it if you could [state your desired resolution or action you'd like the recipient to take].

I hope to hear from you soon regarding this matter. Thank you for your attention to this issue.

Sincerely,
[Your Name]