

[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],

Subject: Complaint Regarding XUV Issues

I am writing to formally express my dissatisfaction with my [Make and Model of XUV], which I purchased on [Purchase Date]. Despite my initial excitement about this vehicle, I have encountered several issues that have negatively impacted my ownership experience.

The specific problems I have faced include:

1. [Describe the first issue, e.g., engine performance problems]
2. [Describe the second issue, e.g., electrical system malfunctions]
3. [Describe the third issue, if applicable]

These issues have not only caused inconvenience but also raised concerns regarding the reliability and safety of the vehicle. I have taken my XUV to [Service Center/Dealership Name] multiple times, but unfortunately, the problems persist.

I kindly request your assistance in resolving these matters promptly. I would appreciate it if you could arrange for a thorough inspection and necessary repairs or provide an alternative solution.

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

Sincerely,  
[Your Name]