

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

Customer Service Team  
Zdarma SK

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

Subject: Complaint Regarding [Brief Description of the Issue]

Dear Customer Service Team,

I am writing to formally lodge a complaint regarding [provide a brief description of the issue].

[Explain the situation in detail, including any relevant dates, order numbers, and any previous communication with the company.]

I kindly request [explain what you would like to happen to resolve the issue].

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]