

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

Customer Service Department
Zepbound

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

Subject: Complaint Regarding [Product/Service Issue]

Dear Zepbound Customer Service,

I am writing to formally express my dissatisfaction with [product/service name], which I purchased on [purchase date] from [store/website]. My order number is [order number].

On [date of issue], I encountered the following issue: [describe the problem in detail]. This has caused me significant inconvenience because [explain how it affected you].

I have attempted to resolve this matter by [mention any previous communications or attempts to fix the issue], but unfortunately, the issue persists.

I would appreciate your prompt attention to this matter and a resolution in the form of [refund/replacement/correction]. Please reach me at [your phone number] or [your email address] for any updates.

Thank you for addressing this matter. I hope to hear from you soon.

Sincerely,
[Your Name]