

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

Customer Service Department  
Qatar National Bank (QNB)  
[Bank's Address]  
[City, State, Zip Code]

Dear Customer Service Manager,

Subject: Complaint Regarding [Brief Description of the Issue]

I am writing to formally express my dissatisfaction with [specific issue, e.g., a service, transaction error, etc.] that I encountered on [date]. Despite my attempts to resolve this matter through [methods of communication, e.g., phone calls, emails], I have not received a satisfactory response.

[Describe the issue in detail, including any relevant account numbers, transaction details, and the impact it has had on you.]

I request your immediate attention to this matter and expect to receive a prompt response. I would appreciate a resolution at your earliest convenience.

Thank you for your attention to this issue. I look forward to your swift reply.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]