

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

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

Dear Customer Service Team,

Subject: Complaint Regarding [Brief Description of the Issue]

I am writing to formally lodge a complaint regarding [specific issue, e.g., unauthorized transaction, poor customer service, account issue] that I have encountered as a customer of QNB.

On [date of incident], [describe the incident, including any relevant details such as transaction numbers, account information, and steps you have taken to resolve the issue]. Despite my efforts to resolve this matter by [mention any previous communications with the bank, if applicable], I have not received a satisfactory response.

I would appreciate your urgent attention to this matter and a prompt resolution. Please let me know how you intend to rectify the situation or if further information is needed from my side.

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

Sincerely,

[Your Name]

[Your Account Number (if applicable)]