

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

Customer Service

Ulta Beauty

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

Dear Ulta Customer Service,

I am writing to formally express my disappointment regarding my recent experience at your [specific location or website] on [date of experience].

[Briefly describe the issue, including any relevant details such as the product involved, the service received, and the outcome.]

As a loyal customer, I expected a higher standard of service and quality from Ulta Beauty. [Mention how this experience has affected you or your perception of the brand.]

I hope that you will address this issue and take appropriate measures to ensure that such situations do not occur in the future. I look forward to a resolution and to continuing my relationship with Ulta.

Thank you for your attention to this matter.

Sincerely,

[Your Name]