

Complaint Letter about an Employee

[Your Name]

[Address]

[Letter Date]

[Recipients Name]

[Address]

[Subject: Subject of Letter] -Optional-

Dear (Recipient's Name),

I have been bearing very rude behaviour of Mr/Ms [Employee/Name/Position] and now I think it is impossible for me to tolerate this so, I am writing this letter to lodge complaint against him/her. His/her annoying behaviour makes it very difficult for me to deal with him/her. In other words, he/she has no patience in dealing with the customers.

I hope that you will talk to him/her to bring some politeness in his/her behaviour. If he/she will not change his/her behaviour then you company will lose its customers.

[Your Name]

[Senders Title] -Optional-