

COMPLAINT LETTER FOR WRONG DELIVERY

Subject: Wrong product received

Dear Sir/Madam,

I am writing to inform you that I received the wrong product in my recent order.

My order number is [Order Number or invoice]. I had ordered [Product Ordered], but I received [Product Received] instead.

(Description/comparison)

Please arrange to send me the correct product as soon as possible. I am returning the wrong item along with a copy of my order for your reference.

Thank you for your help.

Yours sincerely,

[Your Name]