

Sample Restaurant Service Complaint Letter Requesting Refund

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

[Manager's Name]
[Restaurant Name]
[Restaurant Address]
[City, State, ZIP Code]

Dear [Manager's Name],

I am writing to express my disappointment regarding my recent dining experience at [Restaurant Name] on [date of visit] at [location/address of the restaurant].

During my visit, I encountered several issues, including [briefly describe the problem(s), such as poor service, long wait times, incorrect orders, or unsatisfactory food quality]. Despite bringing these concerns to the attention of your staff at the time, the problems were not adequately resolved.

Given the circumstances, I respectfully request a full refund for my meal, which amounted to [\$amount], as I believe this is a fair resolution to the inconvenience and dissatisfaction caused.

I have attached a copy of my receipt for your reference. I hope you will address this matter promptly and look forward to your response. Thank you for your attention to this issue.

Sincerely,
[Your Name]