{title} {lastName}

{address}

16 October 2024

Dear {title} {lastName},

Re: Your Complaint – {companyNameField}

We have attempted to contact you on several occasions without success, as we need to discuss certain aspects of your ongoing complaint.

We would be grateful if you can contact our office on 0115 8221850 at your earliest convenience.

Thank you in anticipation.

Yours sincerely,

**A blue text on a white background

Description automatically generated with low confidence**

For and on behalf of  
Hallbrook Partners Ltd   
trading as Car Finance Claims