Neeraj Varma,

son of RR Varma,

resident of Mayer Colony,

Ambikapur, Sarguja,

Chhattisgarh.

[date]

Ravindra Soni, proprietor,

Shriram Jewellers, Sadar Road,

Ambikapur, Sarguja,

Chhattisgarh.

Subject: Complaint regarding flaw in ordered jewelry.

Dear Sir/Madam,

I am writing to formally complain about the poor quality of the earrings I ordered from your store. I would like a refund for them, as they were flawed.

Please confirm the receipt of this complaint and inform me of the steps you will take and the tentative timeline associated with the process. If I do not receive a satisfactory response from you within 15 days of this complaint, I shall take this matter to the appropriate consumer redressal forum.

Sincerely,

[Your Signature]

Neeraj Verma