Aaron Pereira.

Son of Eveta Pereira,

Aged 23 years.

Resident of H. No. 451,

Caramorad, Chinchinim,

P.O. Dramapur,Salcete, Goa

[date]

Micro Star Int'l Co.,

Represented herein by their Manager.

Mr. Ravi Sharma.

Subject: Complaint regarding failure to repair or provide proper replacement of faulty laptop.

Dear Sir/Madam,

I am writing to formally complain about your company’s unprofessional behavior regarding the gaming laptop I have purchased from you. Neither have your service stations been able to sort out the issues I am facing, nor have I got a proper box piece replacement.

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]

Aaron Pereira