

Serious Bulk Complaint Letter for Damaged Goods

Subject: Urgent: Damaged Bulk Shipment [Order Number]

Dear [Supplier Name],

Our company received the bulk shipment on [Date], reference number [Order Number]. Upon inspection, a significant portion of the goods, including [List of Items], were damaged.

Immediate action is required to replace the damaged items or issue a refund. Attached are detailed photographs and inventory reports documenting the damages.

We expect your confirmation and prompt resolution within [Timeframe] to avoid further inconvenience.

Sincerely,

[Your Name]

[Position]

[Company Name]

[Contact Information]

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