Heartfelt Response to Complaint Letter

Dear [Customer Name],

We deeply regret the inconvenience caused by [issue]. Your feedback is invaluable and helps us improve our services.

We have immediately implemented corrective measures including [actions taken]. We hope this demonstrates our commitment to your satisfaction.

Thank you for giving us the opportunity to make things right.

Warm regards,

[Your Name]

[Your Position]

[Company Name]

Get more templates here: https://www.lettersandtemplates.com/letters/response-to-complaint-letter