

Writing Ex. – Letter of Complaint

You should spend about **20** minutes on this task.

Two weeks ago you bought a radio from a local branch of a well-known chain shop. It did not work properly. The shop took it back and said they would repair it. You have waited a week and still, it is not ready.

Write a letter to the shop to complain about it. In your letter,

- explain what has happened
- how you feel about it
- ask them to repair the radio soon or supply you with a new radio

Write at least 150 words.

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