



Name _____ Nickname _____ Number _____

A Complaint Letter

Art de Table
191 av. Halevy, 69002 LYON CEDEX 02
www.arttable.com

24 July 2009

Mr. John Brown,
WADCO TABLEWARE LTD,
24 Crescent Street
London SW4
ENGLAND

Dear Mr. Brown,

When your last _____ was unpacked we were _____ to
_____ that 8 coffee pots were damaged despite the fact that the good quality
_____ did not seem to have suffered _____ transport and although the
boxes were _____ "fragile".

Some of the coffee pots are so dented or scratched as to be _____ even at a reduced price.

It would seem that they were _____ before packing and that our carrier
_____ therefore be held responsible. We are keeping the _____ for
the inspection of your insurer.

Yours sincerely,

FLELOT

F. LELOT
Sales and Marketing Manager
f.lelot@arttable.com

USE THESE WORD:

surprised	in	shipment	discover	cannot
marked	packing	damaged	unsaleable	items