Formal Letter of Complaint /Request Assignment

Recently, one of your relatives had to take you to the Accident and Emergency section of the local hospital and you were shocked at the poor service you received. Write a letter to the Hospital Administrator complaining about the service and requesting that something be done about it. Be sure to address an envelope after the letter. **(Your letter should consist of 3 paragraphs and be not more than 100 words.)**

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