

商务书信范例：电话服务的投诉信 PDF转换可能丢失图片或格式，建议阅读原文

[https://www.100test.com/kao\\_ti2020/254/2021\\_2022\\_\\_E5\\_95\\_86\\_E5\\_8A\\_A1\\_E4\\_B9\\_A6\\_E4\\_c67\\_254675.htm](https://www.100test.com/kao_ti2020/254/2021_2022__E5_95_86_E5_8A_A1_E4_B9_A6_E4_c67_254675.htm) 是一封关于电话服务的投诉信（Complaining About Telephone Service）。由于电话公司的“失职”（Delinquency），致使投诉人的电话数日“失灵”（out of service），投诉人寄去已交付的电话费收据复印件（copy of the receipt），要求电话公司“核查”并“尽早重新接通电话”。Dear Sirs, We should like to complain that our telephone has been out of service for ten days, which has caused us great inconvenience. We phoned your accounting department and was told that we had not make our payment. This is an entire delinquency on your part because we already make our payment five days ago. Please refer to the enclosed copy of your receipt. Kindly check into it and reconnect the line as soon as possible. Yours sincerely 100Test 下载频道开通，各类考试题目直接下载。详细请访问 [www.100test.com](http://www.100test.com)