Date:

Name of the restaurant manager:  
Complete address of the restaurant:

**Subject: complaint letter for stale food**

Dear (use the second name with the salutation),

I am writing this letter to draw your attention to a major issue regarding the quality of food. I visited the restaurant with my family last Sunday to have dinner. I am disappointed to see the poor quality of food at your restaurant. The food that was served to me was spoilt. I came to know that because of the foul smell coming out of it.

You are running a well-reputed restaurant. I have been to this restaurant many times but this time I have experienced something bad. I could not expect this kind of thing from a restaurant of high reputation.

I hope that you must be aware of the impact of spoilt food on the health of human beings. By not paying attention to the hygiene and quality of food, you are committing a big crime. As a restaurant manager, it is your responsibility to make sure that customers who trust you and the food you serve get high-quality food prepared with good hygiene.

I am hopeful that you will take some strict actions to deal with the issue I have raised. You should conduct a complete inquiry regarding this matter and necessary action should be taken so that it does not happen again.

If you have any query in your mind regarding this incident, you can contact me on my phone number [X].

Regards,

Name of the sender  
Signatures of the sender