Dear (mention contractor's name),

I am writing this email to make a complaint about the use of poor working force from your side. I hired you for the renovation of my house because I got good reviews about you. I was expecting a lot from you but you have disappointed me a lot. I am highlighting where I have seen poor workmanship.

1. The installation job in my kitchen has been done so poorly. This shows as if the people hired by you were not skilled enough to do the installation job effectively. It is very clear that you have hired people with limited skills and experience just to cut costs.
2. I have also noticed that you are going very slow as compared to what was planned. This shows that people working on the project are not skilled and therefore, work slowly.

Through this email, I would like to ask for the rectification of the problem. Due to this problem, I have gone through lots of trouble. I hope that you will respect my opinion about the workmanship.

Sincerely,

Signatures