**[Write Name Here] Date: 00/00/0000**

[Designation]

[Address]

[Contact]

**Dear Mr. [Write name here]**

I took my team members to your restaurant on 3rd November, hoping to celebrate a happy occasion.  But, the food proved to be so bad that our mood for celebration was completely spoilt.

Though we ordered some exclusive vegetarian dishes, they contained some form of meat or other and this, despite our explicit instructions to the hotel staff.  The other dishes we ordered were equally poorly made.

I hope a restaurant of your repute pays more attention to the culinary ability of the staff and improves on the fare.

As a regular customer of your restaurant for the past 2 years, I look forward to visiting it again soon and tasting better cuisine.

With Best Wishes,

**[Write Complete Name Here]**

[Contact]