



Editing and proofreading a letter of complaint

What do you think of this letter of complaint? Is **everything included**? Are there any **mistakes**?

14 Wood Lane
Emscott
Wardley
Berkshire

21 May 2011

The Manager
Bombay Tiger Restaurant
South Lea
Wardley
Berkshire

Dear Sir

I am writeing to complain about the meal I had at your restrant The Bombay Tiger in South Lea last thursday night.

The service was vary slow and when the meal finally arrived the curry was cold. When I asked for the food to be took back and reheated the waiter was rude and shouted at me and my freinds. In fact he told me I should of ordered something different. Finally when the bill came there was a mistake on it - we was charged twice for our desert.

If this is tipical of your usual standard of service i for one won't be comeing back in a rush!

Yours faithfully

Stan Gooding