

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email Address]

[Date]

[Name of Bank Official or Department]
[Bank Name]
[Bank Address]

RE: FINAL WARNING - Formal Complaint Regarding [Account Number / Case Reference]

Dear [Name of Official or Customer Service Manager],

I am writing this letter as a final attempt to resolve my formal complaint dated [Date of original complaint], regarding [Briefly state the issue, e.g., unauthorized transactions, unfair fees, or poor service].

To date, I have received [Number of responses] response(s) from your institution. However, I find your proposed resolution unsatisfactory because [State reason why the previous resolution was rejected].

Please consider this my final notice. I am requesting that you provide a definitive and satisfactory resolution to this matter within [Number, e.g., 7 or 14] business days. Specifically, I am seeking [State clearly what you want: e.g., a refund of \$X, an apology, or a correction of records].

If I do not receive a satisfactory response or a Final Letter of Deadlock by [Deadline Date], I will escalate this matter to the Banking Ombudsman (or relevant Financial Ombudsman Service) without further notice. I will also be seeking compensation for the time and distress caused by this prolonged dispute.

I look forward to your prompt response.

Yours sincerely,

[Your Signature]
[Your Printed Name]