**INDIAN SCHOOL MUSCAT**
**MIDDLE SECTION**
**DEPARTMENT OF ENGLISH**
**FORMAL LETTER WRITING - LETTER OF COMPLAINT**

**NAME _____ R.No._____ Class VIII ____ Date:_____**

You are Arun/Arti, a student of Class VIII. You have observed that the school canteen is flooded during both the recess and as a result many children return to the class without taking their snacks. Some children get hurt. Write a letter of complaint to the Vice Principal of your school expressing your concern regarding the same and also give your constructive suggestions to improve the situation. Write the letter in 120 words. (Crowded canteen – going back hungry – losing money – getting hurt - suggestions)

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

.