

Model Form 'A' - Notice before filing the complaint.

Name and address
(of the trader, dealer, firm, company, etc.)
(complete address)

IN RE: (Mention the goods/ services
complained of giving details)

Dear Sir,

This is to bring to your kind notice that I had purchased..... from your.....for a consideration of Rs.....paid in cash vide your cash memo/ Receipt/ Invoice No..... (or through cheque No..... dateddrawn on.....bank for a sum of Rs.....

The said goods are suffering from the following defects:

(i).....

(ii).....etc.

I have reported the above matter to you several times (give reference of earlier letters if any) but despite all my pleadings you have not made good the defect in the goods (or deficiency in service) which is indeed regrettable and highly unbusiness like. On account of your aforesaid dereliction of duty and failure and neglect to rectify the same I have suffered. losses/incurred expenses.....

(give details)

which you are liable to compensate to me.

You are hereby finally called upon to

(i) remove the said defects in the goods

and / or

(ii) replace the goods with new goods

and/or

(iii) return the price/ charges paid

(iv) pay compensation for financial loss/ injury/ interest suffered due to your negligence.....

(give details)

in the sum of Rs.....with interest@.....% per annum within.....days of the receipt of this notice failing which I shall be constrained to initiate against you for redressal of my aforesaid grievances and recovery of the aforesaid amount such proceedings both civil and criminal as are warranted by law, besides filing a complaint under the statutory provisions of The Consumer Protection Act, 1986 exclusively at your own risk, cost, responsibility and consequences which please note.

Place.....

Sd/-

Dated.....

.....