**EXERCISE 4**

427 Kentrucksbuy Road

Ghriety

Guinea Bissau

October 14, 2011

Mr Stefano Domenicalli

Direction department

234 The Royal Smith Avenue

Guinea Bissau

Dear Mr. Morling,

I am the responsible for recruiting dining room service, and I writing to express my complete dissatisfaction with the poor and unacceptable behavior regarding your Company catering branch.

It´s so high the number of incidents had been done for your personnel as I don´t know where I can start by.

Firstly, it had been spent time from our first conversation about my complaints and you have put deaf ears. Although I insisted on not only the punctuality but also the personnel dress code, your staff have not taken any action to eradicate or correct the bad manner. For instance, on the whole, I have received lots of complaints according to these problems and, to put it simply, you have to understand I can´t tolerate it.

On the other hand, the quality standard of the meal has decreased so much and my company is considering that the factual situation would be able to incite a loss of interest and to decrease of the morale of our people and, in a word, I refuse to allow it. Even though I explained you how important is the meal for the personal, you only give me several regrets, however, you don´t change your mind set.

To conclude, I don’t wish to tolerate this permanent lack of both discipline and observance in our terms of business, and I regret to announce our business relationship has concluded.

Due to our friendship I writing you this letter, nevertheless, in future days, you will send an official finish contract form in order to do the process according to the state laws.

Yours faithfully,

David Martínez