

Compensation Request for Service Lapse

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request compensation for the recent service lapse I experienced with [Company Name]. The service interruption, which occurred on [insert dates/times], significantly impacted my [describe how it affected you: work, daily activities, etc.].

Despite my attempts to reach out to your customer service department for assistance, the resolution was delayed, causing further inconvenience.

I believe compensation is warranted in this instance, and I would appreciate your consideration of this request. I have attached relevant documentation to support my claim.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]