

Follow-Up on Technical Issue

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on the technical issue I reported on [Date of Initial Report]. I wanted to check in to see if there have been any updates or resolutions regarding this matter.

As a reminder, the issue pertains to [Brief Description of the Issue]. This has been impacting my work because [Brief Explanation of Impact].

If there have been any developments or if you require further information from my side, please let me know. I appreciate your assistance and look forward to your response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]