

Subject: Request for Assistance with Subscription Services

Dear [Service Provider's Name],

I hope this message finds you well. I am writing to request assistance regarding my subscription to [Service/Product Name].

Unfortunately, I have been experiencing issues related to [briefly describe the issue, e.g., billing problems, access difficulties, etc.]. I would appreciate your guidance on how to resolve this matter at your earliest convenience.

My account details are as follows:

- Account Name: [Your Account Name]
- Email Address: [Your Email Address]
- Subscription Plan: [Your Subscription Plan]

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

Sincerely,

[Your Name]

[Your Contact Information]