

# **Subject: Escalation of Telecom Service Issue**

Date: [Insert Date]

To: [Recipient's Name]

Position: [Recipient's Position]

Company: [Telecom Provider's Name]

Address: [Telecom Provider's Address]

Dear [Recipient's Name],

I am writing to formally escalate an ongoing issue with my telecom service, account number [Your Account Number]. Despite several attempts to resolve this issue with your customer service department, I have not received a satisfactory solution.

Details of the issue:

- **Issue Type:** [Type of Issue]
- **Date First Reported:** [First Reported Date]
- **Reference Number:** [Reference Number]
- **Summary of Actions Taken:** [Summary of all actions taken to resolve the issue]

I would appreciate it if this issue could be prioritized and resolved at your earliest convenience. Please feel free to contact me at [Your Phone Number] or [Your Email Address] for any further information or clarification.

Thank you for your prompt attention to this matter.

Sincerely,  
[Your Name]  
[Your Address]  
[Your Phone Number]  
[Your Email Address]