

Your Name
Your Address
City, State, Zip Code
Email Address
Phone Number
Date

Technical Support Department
Company Name
Company Address
City, State, Zip Code

Dear Technical Support Team,

I am writing to express my dissatisfaction regarding the support I received from your technical team for the issue I reported on [insert date]. Despite my initial expectation of timely assistance, the response I received was not only delayed but also inadequately addressed my concerns.

To summarize my experience:

- Issue reported: [brief description of the issue]
- Date of initial contact: [insert date]
- Date of response received: [insert date]
- Main points of concern: [summarize main concerns]

I anticipated a more comprehensive resolution given the nature of the problem, but the guidance provided was insufficient. This has not only delayed my project but also impacted my trust in your company's support standards.

I kindly request a more thorough examination of my issue and a prompt resolution. I appreciate your immediate attention to this matter and look forward to your swift response.

Thank you for your understanding.

Sincerely,
[Your Name]