

Notice of Persistent Service Failures

Date: [Insert Date]

[Recipient Name]

[Recipient Address]

Dear [Recipient Name],

We are writing to formally notify you of ongoing service failures that have significantly impacted our operations. Despite our previous communications regarding similar issues, we have observed a continued lack of compliance with the agreed service standards.

Details of the failures are as follows:

- [Description of Failure 1]
- [Description of Failure 2]
- [Description of Failure 3]

These persistent issues have led to [explain consequences, e.g., loss of productivity, financial impact]. We urge you to take immediate corrective action to address these problems.

Please consider this notice a final opportunity to improve your service delivery. If these issues are not resolved by [Insert Deadline], we may have to consider further actions, including [mention potential consequences, e.g., termination of contract].

We appreciate your prompt attention to this matter and look forward to your immediate response.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]