

Subject: Urgent: Gift Card System Glitch Issue

Dear [Support Team/Recipient's Name],

I hope this message finds you well. I am writing to bring to your attention a glitch I encountered with the gift card system on [specify date].

Details of the issue:

- **Transaction ID:** [Insert Transaction ID]
- **Description of the Issue:** [Briefly describe the issue]
- **Expected Outcome:** [What you expected to happen]
- **Actual Outcome:** [What actually happened]

I would appreciate your assistance in resolving this matter at your earliest convenience. Please let me know if you need any further information from my end.

Thank you for your prompt attention to this issue.

Sincerely,
[Your Name]
[Your Contact Information]