

Functionality Issue Report

To: [Recipient Name]

From: [Your Name]

Date: [Date]

Subject: Report of Functionality Issue in [App Name]

Dear [Recipient Name],

I am writing to report a functionality issue I have encountered while using the [App Name] mobile application.

Issue Description:

[Describe the issue in detail, including the steps to reproduce it, the expected behavior, and the actual behavior observed.]

Device Information:

- **Device:** [Device Name]
- **Operating System:** [OS Version]
- **App Version:** [App Version]

Attachments:

[If applicable, mention any screenshots or logs attached to this report.]

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

Thank you.

Sincerely,
[Your Name]
[Your Contact Information]