

# Subject: Urgent: Unresolved Payment Transaction Issues

Dear [Recipient's Name],

I hope this message finds you well. I am writing to bring to your attention an issue regarding an unresolved payment transaction that has not yet been addressed.

Transaction Details:

- **Transaction ID:** [Transaction ID]
- **Date of Transaction:** [Transaction Date]
- **Amount:** \$[Transaction Amount]
- **Payment Method:** [Payment Method]

Despite my previous attempts to resolve this matter, I have yet to receive any response or resolution. I kindly request your immediate assistance in rectifying this situation.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,  
[Your Name]  
[Your Contact Information]  
[Your Address]