

# Issue Report for Unreliable Car Function

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Position]

[Company/Organization Name]

[Address]

Dear [Recipient's Name],

I am writing to formally report an issue I have encountered with my vehicle (Make: [Car Make], Model: [Car Model], Year: [Year]) concerning its unreliable function. This issue has persisted since [Date Issue Started] and has led to [briefly describe the consequences, e.g., safety concerns, inconveniences].

The specific problem I am experiencing includes:

- [Describe Issue 1]
- [Describe Issue 2]
- [Describe Issue 3]

I have attempted to resolve this issue through [describe any prior attempts at repair or maintenance], but the problem remains unresolved. I believe this may be due to [any additional relevant information about the issue].

I kindly request that a thorough inspection and repair be conducted at your earliest convenience. I appreciate your attention to this matter and look forward to your prompt response.

Thank you.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]