

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request a revision of the promotional content entitled "[Title of Promotional Content]" that was released on [Date of Release]. Upon review, I have identified several elements that may be considered harmful or misleading to your audience.

Specifically, the following aspects warrant immediate attention:

- [Point 1: Brief description of the issue]
- [Point 2: Brief description of the issue]
- [Point 3: Brief description of the issue]

I believe revising these elements will not only enhance the integrity of your marketing efforts but also foster a more positive relationship with your audience. I kindly ask that you consider making the necessary adjustments at your earliest convenience.

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

Sincerely,

[Your Name]