

Complaint Regarding Missed Magazine Issues

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

Customer Service

[Magazine Company Name]

[Company Address]

[City, State, ZIP Code]

Dear Customer Service,

I am writing to express my concern regarding the delivery of my magazine subscription. I have not received several issues of [Magazine Name], which I have been eagerly looking forward to.

According to my records, I should have received the following issues:

- [Issue Date 1]
- [Issue Date 2]
- [Issue Date 3]

I would appreciate your assistance in resolving this matter. I believe I paid for my subscription on [Date of Subscription], and I expect to receive the service as promised. Please let me know how you plan to address this issue.

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

Sincerely,

[Your Name]