

Notification of Unresolved Magazine Delivery

Date: [Insert date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

To: [Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to formally notify you regarding the unresolved issue with the delivery of my magazine subscription. Despite several attempts to address this matter, I have yet to receive the magazines that I am entitled to.

My subscription details are as follows:

- Subscriber Name: [Your Name]
- Subscription ID: [Subscription ID]
- Order Date: [Order Date]

I would appreciate it if you could look into this issue promptly and provide me with an update on the status of my delivery. Please let me know if any further information is needed to resolve this matter.

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

Sincerely,

[Your Name]