

# Follow-Up on Outstanding Magazine Issues

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on the outstanding issues of [Magazine Name] that we have yet to receive. Our last issue was dated [Last Issue Date], and we have not received subsequent issues despite the subscription being active.

We value your publication and look forward to continuing our subscription. Could you please provide an update on the status of the remaining issues? If there are any issues or delays, we would appreciate your prompt communication regarding this matter.

Thank you for your attention to this issue. We look forward to your swift response.

Warm regards,

[Your Name]

[Your Position]

[Your Company/Organization]

[Your Contact Information]