Subject: Report of Software Update Issues

Dear [Recipient's Name],

I hope this message finds you well. I am writing to bring to your attention the issues we have been experiencing with the recent software update implemented on [Date of Update].

Since the update, we have encountered the following problems:

- Issue 1: [Describe issue in detail]
- Issue 2: [Describe issue in detail]
- Issue 3: [Describe issue in detail]

These issues have hindered our operations and require immediate attention. We would appreciate your prompt response and any guidance on how to resolve these problems.

Thank you for your assistance.

Sincerely,

[Your Name]
[Your Position]
[Your Company]
[Your Contact Information]