

Escalation Letter for Unresolved Technical Issues

Date: [Insert Date]

To: [Recipient's Name]

Position: [Recipient's Position]

Company: [Recipient's Company]

Address: [Recipient's Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally escalate an ongoing technical issue that remains unresolved despite previous communications and attempts to address it.

The issue pertains to [briefly describe the technical issue], which was first reported on [date of first report]. Since then, we have had multiple discussions and escalations, including [list any reference numbers or details of previous communications].

Unfortunately, as of today, the problem persists and is impacting our operations by [describe the impact on your business]. Given the urgency and significance of this issue, I am requesting your immediate assistance to expedite a resolution.

Please let me know a suitable time for us to discuss this further or provide any updates regarding progress. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]