

Retail Issue Escalation Request

Date: [Insert Date]

To: [Manager's Name]

From: [Your Name]

Subject: Escalation of Retail Issue

Dear [Manager's Name],

I hope this message finds you well. I am writing to formally escalate an ongoing issue that has been affecting our retail operations and requires urgent attention.

Issue Summary:

- **Issue Description:** [Briefly describe the issue]
- **Date Identified:** [Date]
- **Impact on Operations:** [Explain the impact]

Despite previous attempts to resolve this matter, we have not seen any improvement or effective resolution. [Mention any previous communication or actions taken].

I believe that addressing this issue promptly is critical for maintaining our service quality and customer satisfaction. I kindly request your assistance in escalating this matter to ensure it receives the necessary attention and resources for resolution.

Thank you for your understanding and support. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]