

Subject: Follow-Up on Pending Tech Service Request

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on the tech service request submitted on [date of request]. I wanted to check in regarding the status of the request and see if there have been any updates.

As our team relies on timely tech support, your assistance in expediting this matter would be greatly appreciated. If there are any additional details or information required from my side, please let me know.

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

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]