

Car Maintenance Follow-Up Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

Dear [Service Center Name],

I hope this message finds you well. I am writing to follow up regarding the recent car maintenance service performed on my vehicle, [Your Vehicle Make and Model], with the service order number [Order Number], completed on [Service Date].

I would appreciate any updates concerning:

- The status of any outstanding services or parts.
- Any recommendations for future maintenance.
- Possible timelines for my next appointment.

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

Sincerely,

[Your Name]