

# Escalated Support Request

Date: [Insert Date]

To: [Support Team/Manager's Name]

From: [Your Name]

Subject: Escalation of Support Request - [Reference Number]

Dear [Support Team/Manager's Name],

I hope this message finds you well. I am writing to formally escalate my support request regarding [brief description of the issue] which I initially reported on [insert initial report date]. Despite previous communications, I have not yet received a resolution.

Details of the issue:

- **Description:** [Detailed description of the issue]
- **Reference Number:** [Reference Number]
- **Date Reported:** [Initial Report Date]
- **Previous Communication:** [Brief summary of previous communications]

Given the ongoing nature of this issue, I kindly ask for your immediate attention and assistance. Please let me know if you require any further information to expedite the resolution.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]