

Software Malfunction Update

Dear [Recipient's Name],

We hope this message finds you well. We are writing to inform you of a recent software malfunction that has been identified in [Software Name].

Our team is currently investigating the issue, and we are working diligently to resolve it as quickly as possible. We understand the impact this may have on your operations, and we appreciate your patience during this time.

Please be assured that we are committed to providing you with a reliable solution and will keep you updated on our progress. If you have any immediate concerns or require assistance, please do not hesitate to reach out to our support team.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company]

[Contact Information]