

Letter of Escalation for Postal Service Issue

Date: [Insert Date]

To,

[Recipient's Name]

[Recipient's Job Title]

[Postal Service Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally escalate an ongoing issue regarding my postal service that remains unresolved. Despite multiple attempts to address this matter through customer service, I have not received a satisfactory resolution.

The details of my issue are as follows:

- **Item Tracked:** [Tracking Number]
- **Issue Description:** [Brief description of the issue]
- **Date of Initial Report:** [Date of first report]
- **Attempts to Resolve:** [Describe previous attempts]

The lack of communication and support has been frustrating, and I kindly request your immediate attention to this matter.

I would appreciate a prompt response and a clear plan of action to resolve this issue. Thank you for your understanding and support.

Sincerely,

[Your Name]

[Your Address]

[Your City, State, Zip Code]

[Your Email]

[Your Phone Number]