

Notification of Unresolved Service Problems

Date: [Insert Date]

To: [Partner's Name]

From: [Your Company Name]

Subject: Unresolved Service Issues Notification

Dear [Partner's Name],

We hope this message finds you well. We are writing to formally notify you of the ongoing unresolved service problems that have been affecting our partnership. Despite our efforts to address these issues, they remain persistent and have begun to impact workflow and productivity.

Specifically, the following issues have been identified:

- [Description of Issue 1]
- [Description of Issue 2]
- [Description of Issue 3]

We kindly ask for your immediate attention to these matters and request a meeting to discuss potential resolutions. Please let us know your availability within the next week, as it's crucial to address these issues promptly to ensure the continued success of our partnership.

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

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]