

Subject: Concern Regarding Unresolved Invoice Issues

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my concern regarding the unresolved issues with our recent invoices dated [Invoice Dates] for [Goods/Services provided]. Despite several attempts to clarify the discrepancies, we have yet to receive a resolution.

The specific issues are as follows:

- Invoice #[Invoice Number] - [Issue Description]
- Invoice #[Invoice Number] - [Issue Description]

We value our relationship and hope to resolve this matter promptly. Please let me know a suitable time for us to discuss this further or provide an update on the progress made toward resolving these issues.

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

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]