

Customer Support Request

Date: [Date]

To: [Car Rental Company Name]

Customer Support Department

[Company Address]

[City, State, Zip Code]

Dear Customer Support Team,

I hope this message finds you well. I am writing to seek assistance regarding my recent car rental experience with your company.

Booking Details:

- Reservation Number: [Reservation Number]
- Pick-up Location: [Pick-up Location]
- Pick-up Date: [Pick-up Date]
- Return Date: [Return Date]

Issue Description:

[Insert a brief description of the issue you encountered, e.g., vehicle malfunction, billing discrepancies, etc.]

I would appreciate it if you could look into this matter and provide a resolution at your earliest convenience. Thank you for your attention to this issue. I look forward to your prompt response.

Best regards,

[Your Name]

[Your Contact Information]