

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Company/ISP Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Complaint Regarding Router Network Issues

I am writing to formally address ongoing issues with my internet service that have significantly impacted my connectivity. My account number is [Your Account Number], and I have been a customer since [Start Date]. Despite numerous attempts to resolve the problem, including [mention any previous communications, troubleshooting steps, or service calls], I am still experiencing [describe the specific issues, e.g., frequent disconnections, slow speeds, etc.]. This has caused considerable inconvenience, particularly during [mention any specific times or activities that are affected, e.g., work from home, online classes, etc.].

I kindly request that you escalate this issue to the appropriate department and provide a timely resolution. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]