

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Verizon Wireless Customer Service

[Company Address]
[City, State, Zip Code]

Subject: Service Issue - Account #[Your Account Number]

Dear Verizon Wireless Customer Service,

I am writing to express my concerns regarding an ongoing issue with my Verizon Wireless service. Despite my attempts to resolve this matter through the usual customer service channels, I have not achieved a satisfactory resolution.

[Describe the specific issue you are experiencing, including dates, times, and any relevant details.]

I value the service that Verizon provides and hope to continue my relationship with the company, but I believe it is crucial to address this matter promptly.

I kindly request your assistance in resolving this issue as soon as possible. Please let me know how we can collectively move forward. I can be reached at [Your Phone Number] or [Your Email Address].

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

Sincerely,

[Your Name]
[Your Account Number]