[Your Name] [Your Address] [City, State, Zip Code] [Email Address] [Phone Number] [Date] Customer Service XM Radio [Company Address] [City, State, Zip Code] Dear XM Radio Customer Service, I am writing to formally address ongoing issues I have been experiencing with my XM Radio service. Despite my previous attempts to resolve these matters through your customer support channels, I have not seen satisfactory results. [Explain the specific issues you are encountering, including dates and any relevant account information.] I kindly request your assistance in resolving these issues promptly. I believe that my experience with XM Radio deserves attention, and I hope to continue enjoying your service without further interruptions. Thank you for your attention to this matter. I look forward to your prompt response. Sincerely, [Your Name] [Your XM Radio Account Number]