

## Sample Escalation Letter

[Date]

To

[Name Here]

[Department]

[Street Address] [City, ST, ZIP Code]

Dear [Name Here]:

Our company 'Company X' has been working together with 'Company Y' for ' a number of years' now and we have established a strong business relationship between both companies, with expenditure reaching \$2 million per year on your products/services.

The price of the product has risen each year such as the recorded rise from \$7 per unit to \$10 in the year 2014 and then another price increase in 2017 to \$15 per unit. The reason for the price increase, given by your team, has been due to the increase in the costs of productions and materials.

However, the price of the product has reached \$17 in just one year and we believe this might be the result of the increase in the 'Company Y's' profits. This concern was confirmed by the purchasing manager of your company at our last meeting.

We at 'Company X' believe in maintaining a trustful business relationship for the long term, and in treating our counterparts with the utmost respect. At this point in our long-term business dealing, I don't feel that 'Company Y' has been dealing with the business transactions between our companies with respect, which has become equivalent to \$12 million during the last 6 years, making 'Company X' our preferred supplier of the 'Product Name' in that time. We expect to receive a statement from you by 'Deadline' listing the reasons for the last price increment and why you believe this has been a fair deal.

Sincerely,

[Your Name]

# Sample Escalation Letter For It Service

**Yan Bai**



## **Sample Escalation Letter For It Service:**

## Decoding **Sample Escalation Letter For It Service**: Revealing the Captivating Potential of Verbal Expression

In a time characterized by interconnectedness and an insatiable thirst for knowledge, the captivating potential of verbal expression has emerged as a formidable force. Its capability to evoke sentiments, stimulate introspection, and incite profound transformations is genuinely awe-inspiring. Within the pages of "**Sample Escalation Letter For It Service**," a mesmerizing literary creation penned by a celebrated wordsmith, readers attempt an enlightening odyssey, unraveling the intricate significance of language and its enduring effect on our lives. In this appraisal, we shall explore the book's central themes, evaluate its distinctive writing style, and gauge its pervasive influence on the hearts and minds of its readership.

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