

Service Issue Resolution Request

Subject: Follow-up Regarding Recent Stay - Room [Number]

Dear Guest Relations Manager,

I am writing to follow up on my recent stay at your hotel from [dates] in room [number]. While I had been looking forward to my visit, I encountered several issues that significantly impacted my experience.

During my stay, I experienced [specific issues, e.g., "air conditioning problems, noisy neighboring rooms, and delayed room service"]. I did report these concerns to your front desk staff at the time, but the resolution was not satisfactory.

As a frequent traveler who values good hospitality, I wanted to bring these matters to your attention.

I believe in giving businesses the opportunity to address concerns and make improvements.

I would appreciate the opportunity to discuss these issues with you directly and understand what measures you might take to prevent similar problems for future guests. Additionally, I would be interested in learning about any service recovery options you might offer.

I hope we can resolve this matter professionally and maintain what could be a positive relationship moving forward.

Sincerely,

[Your Name]

[Contact Information]

[Confirmation Number if available]

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