

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email Address]

[Date]

[Name of Recipient or Department, e.g., Compliance Manager]
[Company Name]
[Company Address]

RE: Formal Escalation - Incomplete Dispute Investigation (Reference #: [Dispute Number])

To the Management Team,

I am writing to formally escalate my dissatisfaction regarding the response I received on [Date of Response Letter] concerning my dispute filed on [Date of Original Dispute].

The investigation conducted was incomplete and failed to address the following specific points:

- [Point 1: Describe missing information or unaddressed evidence]
- [Point 2: Describe why the previous response was insufficient]

Under [Applicable Law, e.g., the Fair Credit Reporting Act (FCRA)], you are required to conduct a reasonable and thorough investigation. Since the previous response was generic and ignored the evidence provided, I request an immediate re-investigation of this matter by a senior supervisor.

I have attached the following documents again for your review: [List Attachments].

Please provide a comprehensive response within [Number of Days, e.g., 15 days] outlining the specific steps taken during this escalation and the final determination. Failure to address this matter adequately will result in a formal complaint to the [Consumer Financial Protection Bureau (CFPB) or relevant regulatory body].

Sincerely,

[Your Signature]

[Your Printed Name]