

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Company/Store Name]
[Company/Store Address]
[City, State, ZIP Code]

Dear [Customer Service>Returns Department],

I am writing to request the return of a DVD I purchased from your store on [Purchase Date]. The details of the order are as follows:

- Order Number: [Order Number]
- DVD Title: [DVD Title]
- Purchase Price: [Price]

Unfortunately, the DVD is [reason for return, e.g., defective, not as described, etc.]. I would like to initiate the return process and request a refund or exchange for the item.

Please let me know the necessary steps to return the DVD and any additional information you may need from me.

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

Sincerely,
[Your Name]