

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

[Recipient's Name]
[Company Name]
[Company Address]
[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to return the DVD titled "[DVD Title]" which I
rented/purchased on [Date of Rental/Purchase].

Please find the DVD enclosed in its original packaging.

Thank you for your assistance.

Sincerely,
[Your Name]