

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

Dear [Customer Service Manager/Specific Name],
I hope this message finds you well. I am writing to request a replacement for a DVD that was unfortunately stolen from my possession. The details of the DVD are as follows:

- Title: [DVD Title]
- Purchase Date: [Purchase Date]
- Order Number: [Order Number, if applicable]

I have enjoyed your product immensely, and I was disheartened by the incident. Please let me know the necessary steps to facilitate the replacement process.

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

Sincerely,
[Your Name]