

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

DX Engineering

Technical Support Team

[DX Engineering Address]

[City, State, Zip Code]

Subject: Technical Support Request

Dear DX Engineering Technical Support Team,

I hope this message finds you well. I am writing to request technical support regarding [brief description of the issue or product name].

Details of the issue:

- Product Model: [Model Number]
- Purchase Date: [Purchase Date]
- Description of the problem: [Detailed description of the issue faced]
- Any troubleshooting steps taken: [List any troubleshooting steps already performed]

I would appreciate your assistance in resolving this matter as soon as possible. Please let me know if you require any further information or if there are specific troubleshooting steps you would like me to follow.

Thank you for your prompt attention to this issue.

Sincerely,

[Your Name]

[Your Position]

[Your Company]