

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

[Retailer Name]
[Return Department Address]
[City, State, Zip Code]

Dear Customer Service,

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

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

Unfortunately, the DVD is [briefly explain the reason for return, e.g., defective, wrong item sent, no longer needed].

I would appreciate your guidance on how to proceed with the return process. Please let me know if I need to include any additional information or items.

Thank you for your assistance.

Sincerely,
[Your Name]