

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

HP Customer Support

[HP Support Address or Email]

Subject: Inquiry Regarding Product Support

Dear HP Customer Support,

I hope this message finds you well. I am writing to seek assistance regarding my HP product, [Product Name/Model Number], which I purchased on [Purchase Date].

[Describe the issue you are facing with the product in clear, concise language. Include any troubleshooting steps you have already taken.]

I would appreciate your guidance on how to resolve this issue, as it has significantly impacted my usage of the product.

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

Sincerely,

[Your Name]