

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

Customer Support
HP Inc.

[HP Support Address]
[City, State, Zip Code]

Dear HP Customer Support,

Subject: HP Hardware Issue - [Device Model/Serial Number]

I hope this message finds you well. I am writing to express my concern regarding a hardware issue I have been experiencing with my HP [Device Name/Model, e.g., laptop, printer, etc.], which I purchased on [Purchase Date].

The issue I am facing is as follows:

[Briefly describe the hardware issue, e.g., "The device does not power on," "I am experiencing frequent crashes," "The printer is not connecting to the network," etc.]

I have taken the following steps to troubleshoot the problem:

1. [Step 1, e.g., "Restarted the device"]
2. [Step 2, e.g., "Checked all connections and cables"]
3. [Step 3, e.g., "Updated the drivers to the latest version"]

Despite these efforts, the problem persists. I would appreciate your assistance in resolving this matter at your earliest convenience. Please let me know if there are further steps I should take or if I should send the device for repair.

Thank you for your attention to this matter. I look forward to hearing from you soon.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]