

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

Dear [Customer Service Team/Specific Contact Name],

Subject: Request for LCD Display Replacement

I hope this message finds you well. I am writing to request a replacement for the LCD display of my [device name, e.g., laptop/tablet/phone], which I purchased on [purchase date] from [vendor/store name].

The model number is [model number], and the order number is [order number]. Unfortunately, the display has developed issues, including [describe the specific problems, e.g., cracks, dead pixels, discoloration], which have rendered it unusable.

I have attached a copy of the receipt and any relevant photographs of the display issue for your reference. As the device is still under warranty, I kindly ask for guidance on how to proceed with the replacement process. Thank you for your assistance. I look forward to your prompt response.

Sincerely,  
[Your Name]