

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

Subject: Request for LCD Replacement for Television

Dear [Customer Service/Specific Contact Name],

I hope this message finds you well. I am writing to formally request the replacement of the LCD screen for my television, model [Model Number], which was purchased on [Purchase Date] from [Retailer Name].

Unfortunately, the screen has developed [describe the issue, e.g., cracks, dead pixels, etc.], which has significantly impaired its functionality. I have attached relevant documents, including the purchase receipt and photographs of the issue, for your reference.

As the television is still under warranty, I would appreciate your assistance in processing this replacement as promptly as possible. Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,
[Your Name]