

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

Customer Service

LG Electronics

[Company Address]
[City, State, Zip Code]

Dear LG Customer Service,

Subject: [Brief Subject of Your Concern/Inquiry]

I hope this message finds you well.

I am writing to express my [concern/inquiry/feedback] regarding [specific LG device or issue]. [Briefly describe the issue or inquiry, including relevant details such as model number, purchase date, and any troubleshooting steps already taken].

I would appreciate any assistance or guidance you could provide regarding this matter. [If applicable, mention any previous correspondence or reference number].

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

Sincerely,

[Your Name]

[Your Phone Number]