

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

Customer Service

QVC

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

Dear QVC Customer Service,

Subject: Complaint Regarding Order [Order Number]

I am writing to express my dissatisfaction with a recent order I placed on [Order Date] for [Product Name]. Unfortunately, [briefly explain the issue, e.g., the product was defective, the wrong item was sent, etc.]. Despite my efforts to resolve this issue by [mention any previous communication or actions taken, e.g., calling customer service, sending an email, etc.], I have not received a satisfactory resolution.

I would appreciate your prompt attention to this matter and a resolution that may include [state your desired outcome, e.g., a replacement, a refund, etc.].

Thank you for addressing this concern. I look forward to your swift response.

Sincerely,

[Your Name]