

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

Customer Service

QVC

[QVC Address]

Dear QVC Customer Service,

I am writing to formally express my concern regarding a defective product I recently purchased from your channel.

\*\*Order Number:\*\* [Your Order Number]

\*\*Product Name:\*\* [Product Name]

\*\*Purchase Date:\*\* [Purchase Date]

Upon receiving the product, I noticed that [describe the defect or issue with the product]. This has caused [explain any inconvenience or problems caused by the defect].

I have always appreciated the quality of products offered by QVC, which is why this has been disappointing. I would like to request a resolution, whether that be a replacement product or a full refund.

Please let me know how I can proceed with this matter. I look forward to your prompt response.

Thank you for your attention to this issue.

Sincerely,

[Your Name]