

[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: Issues with Recent Order #[Order Number]

I hope this message finds you well. I am writing to address some issues I encountered with my recent order placed on [Order Date].

Firstly, [describe the specific issue, e.g., the item received was damaged, wrong item sent, missing items, etc.].

Furthermore, [include any additional details or concerns you may have about the order, e.g., desire for a replacement, refund request, etc.].

I have always appreciated QVC's commitment to customer satisfaction and hope this matter can be resolved promptly. Please let me know how we can address this issue.

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

Sincerely,

[Your Name]

[Optional: Any relevant order details or attachments]