

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

[Recipient Name]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: TPMS Calibration Request

I hope this message finds you well. I am writing to formally request the calibration of the Tire Pressure Monitoring System (TPMS) for my vehicle, [Make, Model, Year], with VIN [Vehicle Identification Number].

The reasons for this request are as follows:

- [Briefly outline the issue or reason for calibration, e.g., persistent warning light, incorrect pressure readings, etc.]
- [Mention any attempts made to resolve the issue, if applicable.]

Please let me know the available options for scheduling the calibration, as well as any necessary documentation or fees involved in the process.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]