

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

Customer Service

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

Dear Customer Service,

I am writing to express my dissatisfaction with a VGA cable I purchased from your company on [purchase date]. The order number is [order number]. Upon first use, I noticed [explain the issue: e.g., poor image quality, cable malfunction, physical damage]. This issue has persisted despite my attempts to [mention any troubleshooting steps taken].

Given the problems I have encountered, I would like to request a replacement or a full refund for this product. I have attached a copy of my receipt for your reference.

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

Sincerely,
[Your Name]