

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

[Recipient's Name]
[Recipient's Address]
[City, State, ZIP Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to kindly request the return of the VHS tape titled "[Title of the VHS Tape]," which I lent to you on [Date you lent the tape].

If you could please let me know when you would be able to return it, I would greatly appreciate it. Thank you for your understanding.

Looking forward to hearing from you soon.

Best regards,

[Your Name]