

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

Dear [Retailer's Manager's Name],

Subject: Feedback on VHS Player Purchase

I hope this letter finds you well. I am writing to share my experience with the VHS player I purchased from your store on [Purchase Date].

Firstly, I would like to commend your staff for their assistance during my visit. They were knowledgeable and helped me choose the right model. However, I have encountered some issues with the VHS player since the purchase. [Briefly describe the issues, e.g., it does not play tapes properly, remote control malfunctions, etc.].

I would appreciate any guidance on how to resolve these issues, whether it be through troubleshooting, repair, or an exchange.

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

Sincerely,

[Your Name]