

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

Dear [Recipient Name],

I hope this letter finds you well. I am writing to inquire about the latest virtual reality (VR) headset options available through your company. I am particularly interested in features, pricing, and any upcoming releases that may enhance the VR experience.

Additionally, I would appreciate any recommendations for VR headsets that cater to both gaming and educational applications.

Thank you for your assistance. I look forward to your response.

Sincerely,
[Your Name]