

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

Customer Support

Verizon Wireless

[Verizon's Address]

[City, State, Zip Code]

Subject: Support Request - [Brief Description of Issue]

Dear Verizon Wireless Support Team,

I hope this message finds you well. I am writing to request assistance regarding [briefly describe the issue you are facing, e.g., billing inquiry, service interruption, device issue, etc.].

[Provide a detailed explanation of the issue, including any relevant account information, dates, and steps you have already taken to resolve the issue.]

I would greatly appreciate your prompt attention to this matter. Please feel free to reach me at [your phone number] or [your email address] if you need any further information.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Verizon Account Number (if applicable)]