

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

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

Subject: Request for Assistance with WPS PIN Issue

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request assistance regarding an issue I am experiencing with the WPS PIN for my [device name or network].

[Briefly explain the issue and any troubleshooting steps you have taken.]  
I would greatly appreciate your guidance on how to resolve this issue promptly.

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

Sincerely,  
[Your Name]