

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

Customer Service

Xtra.co.nz

[Company Address]  
[City, State, Zip Code]

Dear Customer Service Team,

Subject: Inquiry About Services

I hope this message finds you well. I am writing to inquire about the services offered by Xtra.co.nz. Specifically, I would like to know more about the following:

1. [Specific Service 1]
2. [Specific Service 2]
3. [Any Additional Information Required]

I would appreciate it if you could provide detailed information regarding these services, including pricing, availability, and any current promotions.

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

Sincerely,

[Your Name]