

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

Customer Service

QVC

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

Dear QVC Customer Service,

I am writing to formally express my dissatisfaction with my recent order #[Order Number] placed on [Order Date]. The item I received was [describe the issue, e.g., defective, different from description, late arrival].

I have been a loyal QVC customer for several years, and this experience has been disappointing. I would appreciate guidance on how to resolve this issue, whether it be a refund, replacement, or exchange.

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

Sincerely,

[Your Name]