

Dear [Librarian's Name],

I hope this message finds you well. I am writing to request your assistance regarding the process for downloading e-books from our library's digital collection.

As a [your status, e.g., student, faculty member, etc.], I am interested in accessing e-books for my research but have encountered some difficulties navigating the download process. I would greatly appreciate it if you could provide guidance or direct me to any resources that could help clarify the steps involved.

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

Sincerely,

[Your Name]

[Your Contact Information]

[Your Library Card Number (if applicable)]