

# Request for Information on Product Recall

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Customer Service

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear Customer Service,

I am writing to request information regarding the recent recall of [Product Name/Description], which I purchased on [Purchase Date] from [Store/Website Name]. I am concerned about the safety and proper handling of this product.

Could you please provide me with details regarding the nature of the recall, its potential hazards, and the steps I should take if I currently possess the recalled product? Additionally, I would appreciate any information on refunds or exchanges available for affected customers.

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

Sincerely,

[Your Name]