

Friendly / Polite Complaint Email for Refund

Subject: Kindly Requesting Refund for Order #67890

Hello [Recipient Name],

I hope this message finds you well. I recently purchased [Product/Service] and unfortunately, it did not work as expected. I would greatly appreciate it if you could process a refund at your earliest convenience.

Thank you for your understanding and help.

Best regards,

[Your Name]

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