

Refund Request Letter

Subject: Request for Refund Due to Unsatisfactory Service

Dear Store Manager,

I purchased [product/service] on [date] and found it unsatisfactory due to [reason]. Despite following all usage instructions, it failed to meet quality standards.

I kindly request a full refund to the original mode of payment. Please advise on the return procedure and confirm the refund process.

Sincerely,

[Your Name]

[Contact Information]

[Receipt Number]

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