## **Casual Friendly Letter**

Hi [Recipient Name],

I hope you're doing well. I wanted to remind you about my deposit of [Amount] for [Purpose/Service] made on [Date]. Could you please arrange the refund at your earliest convenience?

Thanks a lot!

[Your Name]

## Get more templates here:

https://www.lettersandtemplates.com/letters/request-letter-for-refund-of-deposit