

Business Account Return Authorization

Subject: Business Return Authorization - Account #[ACCOUNT_NUMBER]

Dear [Business Contact Name],

We acknowledge receipt of your bulk return request for the following items from Invoice

#[INVOICE_NUMBER]:

[List of items with quantities and return reasons]

As a valued business partner, we are processing this return under the terms of your Business Account Agreement. The total return value of \$[AMOUNT] has been noted and will be processed according to your account's net payment terms.

SPECIAL BUSINESS RETURN CONSIDERATIONS:

- Return merchandise will be credited to your account within 48 hours of receipt
- No restocking fees apply to your business account level
- Priority inspection and processing for business returns
- Dedicated business returns contact: [Direct phone/email]

A business return authorization packet including specialized shipping labels and return documentation has been prepared for pickup by your regular carrier.

Our business accounts manager will follow up within 24 hours to ensure smooth processing and address any concerns.

We value our business partnership and appreciate your continued confidence in our products and services.

Professional regards,

[Name]

Business Accounts Manager

[Company Name]

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