

Product Return Request

Date: [Insert Date]

To: [Online Store Name]

Customer Service

Address: [Insert Store Address]

Dear Customer Service,

I am writing to request a return for a product I purchased online through your store. The details of my order are as follows:

- Order Number: [Insert Order Number]
- Product Name: [Insert Product Name]
- Purchase Date: [Insert Purchase Date]

Unfortunately, the product does not meet my expectations due to [insert reason for return, e.g., defect, wrong item, etc.]. I would like to initiate the return process and request a refund to my original payment method.

Attached are copies of my receipt and any relevant photos of the product for your reference.

Please let me know the next steps in the return process, and I look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]