

Refund Delay Resolution Commitment

Date: [Insert Date]

Dear [Customer's Name],

We sincerely apologize for the delay in processing your refund for order #[Order Number]. We understand how frustrating this situation can be and appreciate your patience.

We are committed to resolving this issue promptly and are taking the necessary steps to ensure your refund is processed as soon as possible. You can expect to receive your refund by [Insert Expected Date].

If you have any questions or require further assistance, please do not hesitate to reach out to our customer service team at [Customer Service Phone Number] or [Customer Service Email].

Thank you for your understanding and support.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]