

Refund Inquiry Acknowledgment

Dear [Customer Name],

Thank you for reaching out regarding your refund inquiry. We want to acknowledge that we have received your request and it is currently being processed.

Your satisfaction is our priority, and we are committed to resolving your issue as quickly as possible. We will provide you with an update within [time frame].

If you have any further questions, please do not hesitate to contact us at [contact information].

Thank you for your patience.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]