

Refund Request Acknowledgment

Dear [Customer's Name],

Thank you for reaching out to us regarding your refund request for the product [Product Name]. We have received your request and are currently processing it.

We want to confirm that your refund request has been logged under the reference number [Reference Number]. Please allow us [number of days] business days to complete the transaction.

If you have any questions or need further assistance, feel free to contact us at [Customer Service Email] or [Customer Service Phone Number].

Thank you for your patience and understanding.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]