

Refund Application Validation

Date: [Insert Date]

To: [Applicant's Name]

[Applicant's Address]

[City, State, Zip Code]

Dear [Applicant's Name],

We are writing to confirm that we have received your refund application submitted on [Insert Submission Date]. Our team is currently reviewing your request, and we will notify you of the outcome within [Insert Time Frame].

If you have any questions or need further assistance, please do not hesitate to contact us at [Insert Contact Information].

Thank you for your patience.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[City, State, Zip Code]