

Order Cancellation Notification

Dear [Customer Name],

We are writing to inform you that your order with order number [**Order Number**] has been successfully canceled as per your request on [**Cancellation Date**].

If you have already made a payment, a full refund will be processed within [**Refund Timeline**]. Please allow additional time for your bank or credit card provider to reflect the transaction.

If you have any questions regarding this cancellation or if you need further assistance, feel free to reach out to us at [**Customer Service Email/Phone Number**].

Thank you for choosing us.

Sincerely,

[Your Company Name]

[Your Company Contact Information]