

Follow-Up on Subscription Fee Refund

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up regarding my previous request for a refund of the mistaken subscription fee charged to my account on [date]. Despite my initial communication on [initial request date], I have not yet received a response or confirmation of the refund.

As stated in my previous correspondence, I believe the charge was made in error due to [reason for mistaken charge]. I would greatly appreciate your prompt attention to this matter so we can resolve it swiftly.

Thank you for your assistance. I look forward to hearing back from you soon.

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]