

Product Return Request

To Whom It May Concern,

I hope this message finds you well. I am writing to initiate a return for an order I recently received. Unfortunately, the item I received is not what I ordered.

Order Details:

- **Order Number:** 123456
- **Order Date:** October 1, 2023
- **Item Received:** Blue Widget (Model #A1)
- **Item Ordered:** Red Widget (Model #B2)

I would like to arrange for the return of the incorrect item and receive the correct product as soon as possible. Please let me know the next steps in this process.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]