

Product Return Request

Date: [Insert Date]

To: [Retailer's Customer Service Name]

[Retailer's Company Name]

[Retailer's Address]

Dear [Customer Service Team],

I am writing to formally submit a request for the return of a product I accidentally purchased from your store. Below are the details of the purchase:

- Order Number: [Insert Order Number]
- Product Name: [Insert Product Name]
- Purchase Date: [Insert Purchase Date]

Unfortunately, I realized that I mistakenly ordered this item, and I would like to initiate a return as per your return policy. I understand that items should be returned in their original condition and packaging, which I will ensure they are when preparing for return.

Please provide me with the necessary instructions for returning the product and any return shipping labels if applicable. I appreciate your assistance in this matter.

Thank you for your attention to this request.

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]