

Reimbursement Appeal for Undelivered Package

To Whom It May Concern,

I am writing to formally appeal for reimbursement regarding my order (Order Number: **123456**) that was placed on **DATE** and was supposed to be delivered on **EXPECTED DELIVERY DATE**. Unfortunately, the package has not yet arrived.

I have tracked the shipment and have contacted your customer service but have not received a satisfactory resolution. Given that the delivery timeframe has elapsed and the package is considered undelivered, I kindly request a full reimbursement for the total amount of **\$XX.XX**.

Please find attached any relevant documents, including the order confirmation and tracking information.

I appreciate your prompt attention to this matter and look forward to your response.

Thank you.

Sincerely,
Your Name
Your Address
Your Email
Your Phone Number