

Follow-Up on Your Donation Refund

Dear [Donor's Name],

We hope this message finds you well. We are writing to follow up regarding your recent request for a donation refund made on [Date of Request]. We appreciate your patience as we process your request.

As of today, we have initiated the refund process, and you should expect to see the refund reflected in your account within the next [number] business days. If you do not see the refund by [expected date], please do not hesitate to reach out to us.

Thank you for your support and understanding. If you have any further questions or concerns, please feel free to contact us at [contact information].

Warm regards,

[Your Name]

[Your Position]

[Organization Name]

[Organization Contact Information]