

Return Shipment Confirmation

Date: [Insert Date]

To: [Customer's Name]

[Customer's Address]

Dear [Customer's Name],

We have received your request for a product return, and we would like to confirm that your return shipment is being processed.

Below are the details of your return:

- **Order Number:** [Order Number]
- **Item(s) Being Returned:** [List of Items]
- **Return Tracking Number:** [Tracking Number]
- **Carrier:** [Shipping Carrier]

Please allow us [Insert Timeframe] to process your return once it arrives at our facility.

If you have any questions, feel free to contact our customer service at [Customer Service Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Company Name]

[Your Company Contact Information]