

# Complaint Regarding Denied Refund Claim

Your Name  
Your Address  
City, State, Zip Code  
Email Address  
Phone Number  
Date

Customer Service Department  
Company Name  
Company Address  
City, State, Zip Code

Dear Customer Service Team,

I am writing to formally express my dissatisfaction regarding the recent denial of my refund claim for order number [Order Number], placed on [Order Date]. I had submitted my request on [Request Date], and it was denied on [Denial Date].

The reason provided for the denial was [Reason for Denial], which I believe is unjustified due to [Your Explanation]. As per the company's refund policy, I would like to emphasize that [Relevant Policy Details].

I kindly request that you review my case again and approve my refund. Attached are copies of my supporting documents, including receipts and previous correspondence.

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

Sincerely,  
[Your Name]