

Inquiry About Denied Refund Status

Date: [Insert Date]

Your Name: [Insert Your Name]

Your Address: [Insert Your Address]

City, State, Zip: [Insert City, State, Zip]

Email: [Insert Email]

Phone Number: [Insert Phone Number]

Recipient's Name: [Insert Recipient's Name]

Company Name: [Insert Company Name]

Company Address: [Insert Company Address]

City, State, Zip: [Insert City, State, Zip]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the status of my refund for [describe the product/service], which was denied on [insert date of denial]. I was disappointed to receive this information and would like to understand the reasons behind the denial.

Order Details:

Order Number: [Insert Order Number]

Date of Purchase: [Insert Purchase Date]

I believe that the circumstances of my request warrant reconsideration, and I would greatly appreciate any additional information regarding your decision. Please let me know if any further documentation is required from my side to facilitate this process.

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

Sincerely,

[Your Name]