

# Return and Refund Policy

Date: [Insert Date]

[Customer's Name]

[Customer's Address]

[City, State, Zip Code]

Dear [Customer's Name],

Thank you for choosing [Your Company Name] for your subscription service. We want to ensure that you are satisfied with your subscription and that you clearly understand our return and refund policy.

## Subscription Terms

Your subscription begins on [Start Date] and will automatically renew on [Renewal Date] unless canceled prior to the renewal date. You can manage your subscription through your account settings.

## Return Policy

If you are not fully satisfied with your subscription, you can request a cancellation within [number of days] days of your initial purchase. To initiate a cancellation, please contact our customer service:

- Email: [Customer Service Email]
- Phone: [Customer Service Phone Number]

## Refund Policy

Refunds will be processed for cancellations made within the prescribed time frame. After the initial period, we do not offer refunds for the remaining subscription period. All refunds will be credited back to the original payment method within [number of days] business days.

## Contact Us

If you have any questions or concerns regarding our return and refund policy, please feel free to reach out to us. We appreciate your understanding and look forward to serving you.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Company Contact Information]