

# Order Cancellation Confirmation

Dear [Customer Name],

We confirm the cancellation of your order with the following details:

- **Order Number:** [Order Number]
- **Order Date:** [Order Date]
- **Item(s) Cancelled:** [Item Description]

If you have already been charged, the amount will be refunded to your original method of payment within [number of days] business days.

We are sorry for any inconvenience this may have caused. If you have any questions or need further assistance, please feel free to contact our customer service.

Thank you for your understanding.

Sincerely,

[Your Company Name]

[Contact Information]