

# Return Policy Support Request

Dear [Customer Service Team/Specific Contact Name],

I hope this message finds you well. I am writing to request assistance regarding your return policy for my recent order #[Order Number], placed on [Order Date].

Unfortunately, the item I received does not meet my expectations due to [brief description of issue, e.g., wrong size, defective item], and I would like to inquire about the process for returning it.

Could you please provide me with the necessary information regarding the return process, including any forms or shipping labels I may need to complete? Also, I would appreciate it if you could confirm whether I will be responsible for return shipping costs.

Thank you for your assistance. I look forward to your prompt response.

Best regards,

[Your Name]

[Your Contact Information]

[Your Address (optional)]