

# Request for Service Refund

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

Customer Service Department

[Company Name]

[Company Address]

[City, State, Zip Code]

## **Subject: Refund Request for Misrepresentation of Service**

Dear Customer Service Team,

I am writing to formally request a refund for the [specific service name] that I purchased on [purchase date]. Unfortunately, I believe that the service provided was misrepresented, as it did not meet the expectations that were set forth at the time of sale.

Specifically, [describe the misrepresentation briefly, e.g., "the service was advertised as providing a certain feature that was not included"]. This discrepancy has resulted in significant inconvenience and dissatisfaction on my part.

According to your return policy, I am entitled to a full refund under these circumstances. I would appreciate your prompt attention to this matter and look forward to receiving my refund of [amount] to my original payment method.

Thank you for your assistance. Should you need any further information, please do not hesitate to contact me at [your phone number] or [your email address].

Sincerely,

[Your Name]