

# Return Request for Fashion Item

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Customer Service

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear Customer Service,

I am writing to formally request the return of a fashion item I purchased from your store. Below are the details of the order:

- Order Number: [Insert Order Number]
- Item Description: [Insert Item Description]
- Purchase Date: [Insert Purchase Date]
- Reason for Return: [Insert Reason]

According to your return policy, I am eligible to return this item within [Insert Return Period] days. I kindly ask for your instructions regarding the return process.

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

Sincerely,

[Your Name]