

# Request for Refund

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request a refund for the photography services I received on [insert date of service]. Unfortunately, the final photographs did not meet my expectations due to [briefly explain the reasons such as poor quality, inadequate coverage, etc.].

Despite my initial enthusiasm, I was disappointed with the results and feel that they do not reflect the quality promised and paid for. I have attached examples of the work that highlight my concerns.

As per our agreement and your company's refund policy, I would like to request a full refund of [insert amount paid]. I believe this is a fair resolution considering the circumstances.

I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your understanding.

Sincerely,

[Your Name]