

Return Claim for Defective Product

Your Name

Your Address

City, State, Zip Code

Email: your.email@example.com

Phone: (123) 456-7890

Date: [Insert Date]

Customer Service

[Retailer Name]

[Retailer Address]

[City, State, Zip Code]

Dear Customer Service,

I am writing to formally request a return and refund for a defective product I purchased from your store on [Purchase Date]. The product in question is [Product Name/Description], and it was purchased from [Store Location/Online].

Unfortunately, upon using the product, I noticed the following defect(s): [Briefly describe the defect]. I have attached a copy of the receipt and any relevant documentation for your reference.

I would like to initiate the return process and request a full refund, as per your return policy. Please let me know the next steps I should follow.

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

Sincerely,

Your Name