

Request for RMA Procedure

Dear Customer Service Team,

I hope this message finds you well. I am writing to request a Return Merchandise Authorization (RMA) for my recent purchase. Below are the details related to my order:

Order Number: [Your Order Number]

Purchase Date: [Purchase Date]

Item Description: [Item Description]

Reason for Return: [Brief Description of the Issue]

Kindly let me know the next steps to proceed with the return process, including any necessary documentation and shipping instructions.

Thank you for your assistance!

Best regards,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]