

Refund Inquiry for Unused Gift Card

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the possibility of obtaining a refund for an unused gift card that I purchased on [Purchase Date]. The gift card number is [Gift Card Number].

Despite my intentions to use the card, I have not yet had the opportunity to do so, and I would like to request a refund for the remaining balance. I understand that your policy may vary regarding gift card refunds, and I appreciate your consideration of my request.

Please let me know the necessary steps I need to take to proceed with this inquiry. Thank you for your assistance!

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]