

# Refund Process Query for Delayed Shipment

Dear [Customer Service Team/Specific Contact Name],

I hope this message finds you well. I am writing to inquire about the refund process regarding a delayed shipment for my order #[Order Number], which was originally scheduled to arrive on [Original Delivery Date]. Unfortunately, the package has not yet been delivered.

Given the circumstances, I would like to understand the steps required to initiate the refund process for this order. Additionally, if there are any forms or specific information you require from my side, please let me know.

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

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]

[Your Email Address]