

Return Authorization Clarification

Date: [Insert Date]

To: [Customer's Name]

[Customer's Address]

Dear [Customer's Name],

Thank you for contacting us regarding the return of your item under warranty. We appreciate your patience as we work to resolve this issue.

This letter serves to clarify the return authorization for your product. Please find the details below:

- Product Name: [Insert Product Name]
- Serial Number: [Insert Serial Number]
- Purchase Date: [Insert Purchase Date]
- Return Authorization Number: [Insert RA Number]

Please ensure that the product is securely packaged and include a copy of this letter within the return shipment. The returned item must be sent to the following address:

[Insert Return Address]

If you have any further questions or need assistance, feel free to reach out to our customer service team.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]