

Refund Request Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Request for Refund

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request a refund for [specific product/service] purchased on [purchase date], which I am unable to utilize due to a medical condition.

Unfortunately, [briefly explain your medical condition and how it affects your ability to use the product/service]. I have attached relevant medical documentation to support my request.

As per your company's refund policy, I believe I am eligible for a full refund. My order number is [order number], and I kindly ask that you process my request at your earliest convenience.

Thank you for your understanding and assistance in this matter.

Sincerely,

[Your Name]