

# Return Deadline Notice

Dear [Customer Name],

We hope this message finds you well. This is a reminder regarding the return of your recent purchase from [Store Name].

Please be advised that the deadline for returning your items is [Return Deadline Date]. To ensure a smooth return process, kindly adhere to the following guidelines:

- Ensure the items are in their original condition.
- Include your receipt or proof of purchase with the return.
- Ship the items back to us at the following address: [Return Address].

If you need any assistance or have questions regarding the return process, please feel free to contact our customer service team at [Customer Service Phone Number] or [Customer Service Email].

Thank you for your attention to this matter.

Sincerely,  
[Your Name]  
[Your Position]  
[Store Name]