

Refund Eligibility Notification

Dear [Client's Name],

We hope this message finds you well. We are reaching out to inform you about our refund eligibility criteria as outlined below:

Eligibility Criteria for Refund

- The item must be returned within [number] days of purchase.
- The item must be in its original packaging and unused.
- All receipts and proof of purchase must be included.
- Refund requests must be submitted in writing within [number] days of receiving the item.

If you believe you qualify for a refund, please follow the instructions outlined in our return policy.

Thank you for your understanding and cooperation.

Sincerely,
[Your Name]
[Your Position]
[Your Company]