

Price Match Request

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Date]

Customer Service Department

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear Customer Service,

I hope this message finds you well. I am writing to request a price match for an item I purchased from your online store. The details of my purchase are as follows:

- **Order Number:** [Order Number]
- **Item Name:** [Item Name]
- **Purchase Date:** [Purchase Date]
- **Purchase Price:** \$[Purchased Price]

Recently, I found the same product listed on [Competitor's Name] for a lower price of \$[Competitor's Price]. I have attached a screenshot of the lower price offer for your reference.

As per your price match policy, I kindly request that you match the lower price and adjust my purchase accordingly. I appreciate your assistance with this matter.

Thank you for your attention, and I look forward to your prompt response.

Sincerely,

[Your Name]