## **Return Authorization Number Request Guidelines**

Dear Valued Customer,

Thank you for reaching out to us regarding your return authorization number (RAN) request. To ensure a smooth process, please follow the guidelines outlined below:

## **Guidelines for Requesting a Return Authorization Number:**

- 1. Ensure your request is within the return period (30 days from the date of purchase).
- 2. Provide your order number and item details (including SKU and description).
- 3. State the reason for the return clearly.
- 4. Include any supporting documentation (e.g., photos of defective items).
- 5. Send your request to our customer service email at support@example.com.

Once we receive your request, we will process it and send you the return authorization number via email within 3-5 business days.

Thank you for your cooperation.

Sincerely, Customer Service Team