

Sure! Here's a simple example:

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Subject: Request for Refund

Hi [Recipient's Name],

I hope this message finds you well. I'm writing to request a refund for [product/service] that I purchased on [purchase date]. Unfortunately, it [briefly explain the issue, e.g., did not meet my expectations, was defective, etc.].

I appreciate the quality and service your company usually provides, and I'm hoping we can resolve this issue quickly. Could you please advise on the refund process?

Thank you for your understanding and assistance.

Best regards,

[Your Name]