

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient's Name]  
[Company Name]  
[Company Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Refund Request for Forex Trading Account

I hope this letter finds you well. I am writing to formally request a refund for the amount of [insert amount] associated with my Forex trading account, under the account number [insert account number].

Due to [briefly state reason for refund request, e.g., errors in transactions, unexpected fees, service issues], I believe that a refund is warranted. I have attached relevant documents, including transaction statements and correspondence related to my account, for your review.

I kindly ask you to process this refund at your earliest convenience. If you need any further information or documentation from my side, please do not hesitate to contact me directly at [your phone number] or [your email address].

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]