

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

Customer Service

IKEA

[Store Address or Online Customer Service Email]

Subject: Request for Refund

Dear IKEA Customer Service,

I am writing to formally request a refund for [Product Name/Description], which I purchased on [Purchase Date] under Order Number [Order Number]. Unfortunately, the item did not meet my expectations due to [briefly explain the reason--e.g., it was defective, it didn't match the description, etc.].

I have attached a copy of my receipt and any relevant documentation for your reference. According to your return policy, I believe I am eligible for a full refund.

I would appreciate your prompt attention to this matter and look forward to your response.

Thank you for your assistance.

Sincerely,

[Your Name]