

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

Customer Service

TJ Maxx

[Store Address or Customer Service Address]  
[City, State, ZIP Code]

Dear TJ Maxx Customer Service,

Subject: Return Request for [Item Description/Order Number]

I hope this message finds you well. I am writing to formally request the return of an item purchased from your store on [Purchase Date]. The details of the item are as follows:

- Item Name: [Exact Name of the Item]
- Item Number: [Item Number/UPC]
- Date of Purchase: [Purchase Date]
- Receipt Number: [Receipt Number]

Despite my initial satisfaction, I have encountered the following issues with the product: [Briefly describe the issue, e.g., damaged, defective, incorrect item, etc.]. Given your store's return policy, I would like to initiate the return process.

Please find attached a copy of my receipt and any additional documentation required to process this return. I would appreciate guidance on the next steps and whether I need to return the item to the store or send it via mail.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]