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[Your Name]
[Your Address]
[City, Postcode]
[Email Address]
[Phone Number]
[Date]
QVC UK
[Return Address]
Dear QVC Customer Service,
Subject: Return Request for Order # [Order Number]
I am writing to request a return for the item(s) purchased from QVC UK,
which I received on [Date of Receipt]. Below are the details of the
item(s):
- Product Name: [Item Name]
- Item Number: [Item Number]
- Reason for Return: [Brief Description of Reason]
I would like to return the item(s) according to your return policy.
Please let me know the procedure for returning the item and if a return
label will be provided.
Thank you for your assistance. I look forward to your prompt response.
Sincerely,
[Your Name]
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[Your Signature (if sending a hard copy)]