[Recipients Name]  
[Address]  
[State, Zip Code]  
[Date]  
Subject: Request For Refund  
Dear [Recipients Name],  
I might want to request a discount for the Miracle Home Cleaning Kit that I bought from your organization two weeks back. Your ad guaranteed that it would wipe out all stains, be that as it may, in the wake of utilizing it at home, I feel that it doesn't satisfy my hopes. I accept that the unconditional promise is useful for an entire three weeks after buy. The receipt for my buy is encased for your confirmation. Much thanks.  
Sincerely,  
Your Name  
[Senders Name]  
[Senders Title]