

# Refund Request Template

Rent Nothing

Polite, firm wording for forgotten renewals and trial billing disputes.

## General SaaS / web service

EMAIL TEMPLATE

Subject: Refund request — accidental renewal on [date]

Hello,

I was charged \$[amount] on [date] for [service name]. I had intended to cancel before renewal / did not use the service after [date].

I'm requesting a one-time refund as a courtesy. I've been a customer since [date] and would appreciate your help resolving this.

Account email: [email]

Charge date: [date]

Amount: \$[amount]

Please confirm when the refund is processed. Thank you.

## Forgotten free trial

EMAIL TEMPLATE

Subject: Refund request — trial converted without intended use

Hello,

My free trial for [service] ended on [date] and I was charged \$[amount]. I did not use the service after the trial period and missed the cancellation reminder.

I'm requesting a one-time refund. If approved, I will cancel immediately to avoid future charges.

Thank you for your consideration.

## Chat support (short version)

Hi — I was charged \$[amount] on [date] for [service]. I didn't intend to renew / didn't use the product after trial. Can you process a one-time refund and confirm my subscription is canceled?

## Before you escalate to a chargeback

- Try support email and chat first — many vendors refund on first ask.
- Save screenshots of cancellation attempts and replies.
- Chargebacks are a last resort; vendors may ban accounts afterward.
- Typical window: dispute within 60–120 days of charge (varies by card).

## Refund log

Service	Amount	Date requested	Outcome	Notes