# Order Cancellation Confirmation

*This document confirms the cancellation of your order and provides important information about next steps, including our refund policy.*

## Customer Information

**Name:** {name}  
**Email:** {email}  
**Order Number:** {orderNumber}  
**Order Date:** {orderDate}  
**Cancellation Date:** {cancellationDate}

## Items Canceled

|  |  |  |  |
| --- | --- | --- | --- |
| **Item Name** | **Quantity** | **Price per Unit** | **Total** |
| {#items}{itemName} | {quantity} | {unitPrice} | {itemTotal}{/items} |

## Refund Details

**Refund Amount:** {refundAmount}  
**Refund Method:** {refundMethod}  
**Expected Refund Date:** {refundDate}

{#refundedToOriginal}

Note:

The refund will be issued back to your original payment method.

{/refundedToOriginal}

{^refundedToOriginal}

Note:

The refund will be issued via alternative method as discussed with customer support.

{/refundedToOriginal}

## Reason for Cancellation

{cancellationReason}

## Need Help?

If you have any questions or need further assistance, feel free to contact us at **{supportEmail}** or call us at **{supportPhone}**.

Thank you for shopping with us. We hope to serve you again in the future.