To,

The Marketing Department

National Metallurgical and Development Center,

Jos, Nigeria.

13 October 2017.

From,

Temitope Balogun

Federal University of Technology,

Akure, Nigeria

**REQUEST FOR REFUND**

Dear Sir/Madam,

This is to bring to your kind attention that I, Balogun Temitope Oluwapelumi have recently cancelled the order regarding the test of refractoriness of my clay samples from your store as I learnt NMDC no longer have the facilities to carry out the test. I have already made the payment in advance and now would appreciate if you could arrange for the refund of the same.

I would be very grateful to you if you could do the needful. I can be contacted on 09037127737 at any time

Thanking you,

Yours sincerely,

Balogun Temitope

09037127737