

Notice of Refusal to Accept Delivery

Date: _____, 20 _____

To: _____

RE: Refusal to Accept Delivery

Dear _____:

On _____, 20 _____, we received delivery from you on our purchase order # _____, dated _____, 20 _____. We do not accept delivery of these goods for the following reasons:

We paid for these goods by our check # _____, dated _____, 20 _____, in the amount of \$ _____. This check has been cashed by you.

By this notice, we refuse to accept the delivery of these goods and demand the return of our money. Unless we receive a refund of our money within ten (10) days of the date of this letter, we will take immediate legal action for the return of our money.

Please be advised that we reserve all of our rights under the Uniform Commercial Code and any other applicable laws.

Thank you for your immediate attention to this matter.

Very truly,

Signature

Printed Name