

Warranty Claim Approval Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient Name],

We are pleased to inform you that your warranty claim for [Product Name/Model] has been reviewed and approved. Your claim was submitted on [Submission Date], and after careful consideration, we have determined that the issue falls within the warranty coverage.

Details of the claim:

- Claim Number: [Claim Number]
- Product: [Product Name/Model]
- Issue: [Brief description of the issue]

As per the warranty terms, we will proceed with [describe the next steps, e.g., repair, replacement] and you can expect to receive further information within [time frame].

Thank you for your patience throughout this process. Should you have any questions or require additional information, please feel free to reach out to us at [Customer Service Phone/Email].

Sincerely,

[Your Name]

[Your Position]

[Company Name]