

Product Return Notification for Warranty Claim

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Customer Service Department],

I am writing to formally notify you of my intent to return the [Product Name, Model Number], which I purchased on [Purchase Date] under warranty due to [brief description of the issue].

As per your warranty policy, I have enclosed a copy of my receipt and any relevant documentation that supports my claim. The product is [describe the condition of the item], and I am requesting a replacement/refund as per your warranty terms.

Please confirm that you have received this notification and provide me with the necessary instructions for returning the product.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Name]