

Warranty Claim Request

Your Name: [Your Name]

Your Address: [Your Address]

Your Email: [Your Email]

Your Phone Number: [Your Phone Number]

Date: [Current Date]

To:

Customer Service Department

[Company Name]

[Company Address]

Dear Customer Service Team,

I am writing to formally request a warranty claim for the following clothing item purchased from your store:

Item Description: [Describe the item, e.g., "Men's Blue Jacket"]

Purchase Date: [Purchase Date]

Order Number: [Order Number]

Unfortunately, the item has developed the following issues: [Describe the problems, e.g., "The zipper is malfunctioning," "There are visible tears in the fabric," etc.]. According to your warranty policy, I believe I am entitled to a remedy for this matter.

I have attached a copy of my receipt and photographs of the damages for your reference.

I kindly ask you to process this warranty claim at your earliest convenience. You can contact me at the phone number or email address provided if you require any further information.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]