

Warranty Claim Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Customer Service/Specific Name],

I am writing to formally request a warranty claim for my [Name of Appliance], model number [Model Number], which was purchased on [Purchase Date] from [Retailer Name]. The appliance has been experiencing [describe the issue briefly].

As the appliance is still under warranty, I would like to request a repair/replacement as per the warranty policy. I have attached a copy of my purchase receipt and any other relevant documents for your reference.

Please let me know how to proceed with this claim. I look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]