

Warranty Claim Letter

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 or Specific Contact Name],

I am writing to formally submit a warranty claim for a product I purchased on [Purchase Date] from [Store/Website Name]. The product, [Product Name/Model], has encountered [describe the issue briefly]. According to the warranty policy, I believe I am eligible for a replacement.

Enclosed are copies of the receipt and warranty details for your reference.

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

Sincerely,

[Your Name]