

Warranty Claim for Home Appliance

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Customer Service Manager],

I am writing to formally submit a warranty claim for my [Home Appliance Name], which I purchased on [Purchase Date]. The model number is [Model Number] and the serial number is [Serial Number]. Unfortunately, I have encountered the following issues:

[Describe the issues you are experiencing with the appliance in detail.]

I appreciate your attention to this matter and look forward to your prompt response. Please do not hesitate to contact me at [Your Phone Number] or [Your Email Address] should you require any further information.

Thank you for your assistance.

Sincerely,

[Your Name]