

# Warranty Claim for Tools and Machinery Malfunction

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally submit a warranty claim for [describe the tool or machinery, including the model and serial number] that I purchased on [purchase date] from [retailer/store name]. Unfortunately, the item has experienced a malfunction. Specifically, [describe the problem with the tool or machinery].

This issue has made the tool/machinery unusable, and I believe it falls under the warranty provisions. Enclosed are copies of my purchase receipt and any relevant documentation regarding the malfunction.

I respectfully request that you address this issue by [explain what resolution you seek, e.g., repair, replacement, refund]. I am hopeful for a prompt resolution to this matter.

Thank you for your attention to this issue. I look forward to your swift response.

Sincerely,

[Your Name]