

Warranty Claim for Vehicle Repairs

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Service Center Name]

[Service Center Address]

[City, State, Zip Code]

Dear [Service Center Manager's Name],

I am writing to formally submit a warranty claim for repairs on my vehicle, [Make, Model, Year], with VIN [Vehicle Identification Number]. I purchased the vehicle on [Purchase Date] and it is still covered under warranty.

On [Date of Issue], I experienced [describe the issue briefly]. I have attached the relevant documentation, including my warranty information, a copy of the repair bill, and any previous service records related to this issue.

According to the warranty terms, I believe this claim is valid and should be processed for the repairs required. I kindly request that you review my claim and provide guidance on the next steps.

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

Sincerely,

[Your Name]