

Warranty Claim for Defective Product

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 Manager's Name],

I am writing to formally submit a warranty claim for a defective product that I purchased on [Purchase Date] from [Store/Website Name]. The product is [Product Name and Model Number], and it has not functioned as expected since [describe problem briefly].

I have attached a copy of the receipt, warranty information, and any relevant communications regarding this issue. Under the terms of the warranty, I would like to request a replacement or repair of the product.

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]