

# Warranty Claim for Extended Warranty

Your Name: [Your Name]

Your Address: [Your Address]

City, State, Zip Code: [City, State, Zip Code]

Email Address: [Your Email]

Phone Number: [Your Phone Number]

Date: [Date]

Customer Service Department

[Company Name]

[Company Address]

City, State, Zip Code: [Company City, State, Zip Code]

Dear Customer Service Manager,

I am writing to formally submit a warranty claim for my [Product Name], with serial number [Serial Number], purchased on [Purchase Date]. My extended warranty, which covers [specific coverage details], is valid until [Warranty Expiration Date].

Unfortunately, I have experienced the following issue(s) with the product: [Describe the problem in detail]. Despite following the proper operating procedures, the problem persists.

Enclosed are copies of my purchase receipt, warranty information, and any pertinent documentation to support this claim. I kindly request that you process my claim at your earliest convenience.

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

Sincerely,

[Your Name]