

Defect Liability Claim for HVAC System Failure

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]

Subject: Defect Liability Claim for HVAC System Failure

Dear [Recipient's Name],

I am writing to formally notify you of a defect liability claim regarding the HVAC system installed in [specify location, e.g., "our new office building located at [Address]"]. According to our agreement dated [Insert Date], it was stipulated that the HVAC system would remain operational and free from defects for a period of [Insert Duration].

Unfortunately, the system has been experiencing significant failures since [Insert Date of Failure], which has resulted in [describe impact, e.g., "increased energy costs, discomfort for occupants, and potential damage to property"]. We have taken the necessary steps to address this issue, including [detail actions taken, e.g., "contacting maintenance and attempting repairs"], but the issues persist.

As the defect liability extends to such failures, we kindly request that you coordinate the necessary repairs or replacement of the faulty equipment as per our agreement. We would appreciate a prompt response to this matter and a proposed plan of action by [Insert Deadline, e.g., "within 14 days"].

Thank you for your immediate attention to this urgent matter. We look forward to your swift response.

Sincerely,

[Your Name]

[Your Job Title, if applicable]

[Your Company Name, if applicable]