

Construction Warranty Claim for Window and Door Malfunctions

Date: [Insert Date]

To: [Contractor's Name]

[Contractor's Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Contractor's Name],

I am writing to formally submit a warranty claim regarding malfunctions with the windows and doors installed at my property located at [Your Address]. The issues I have encountered are as follows:

- Windows are not sealing properly, causing drafts.
- Door hinges are misaligned, leading to difficulties in opening and closing.
- Water leakage observed around the window frames during rain.

These issues have arisen within the warranty period, and I kindly request that you arrange for an inspection and necessary repairs as stipulated in our warranty agreement.

Please contact me at your earliest convenience to discuss this matter. I can be reached at [Your Phone Number] or [Your Email Address].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]