

# Liability Claim Notification

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

[Date]

[Company Name]  
[Company Address]  
[City, State, Zip Code]

Subject: Product Liability Claim Notification

Dear [Recipient's Name],

I am writing to formally notify you of a product liability claim regarding [Product Name], purchased from [Retailer Name] on [Purchase Date]. On [Incident Date], I experienced [describe the incident briefly, e.g., injury or damage] due to [specific issue with the product]. This has resulted in [describe any consequences e.g., medical expenses, loss of income, etc.].

In accordance with applicable product liability laws, I request that you investigate this matter promptly. I have attached all relevant documentation including receipts, photographs, and medical records to support my claim.

Please respond to this notification within [Number of Days, e.g., 30 days] to discuss how we may resolve this issue amicably. I hope to hear from you soon.

Thank you for your attention to this matter.

Sincerely,  
[Your Name]