

Warranty Claim Letter

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 Team/Specific Name],

I am writing to formally submit a warranty claim for my [insert the electronic device name] that I purchased on [insert purchase date] from [insert retailer's name]. The device has not been functioning properly since [insert date issue started], despite following the user manual guidelines.

Details of the product are as follows:

- Product Model: [Insert Model Number]
- Serial Number: [Insert Serial Number]
- Purchase Receipt: [Attached/Included]

Given that the device is still under warranty, I kindly request a repair or replacement at your earliest convenience. Please let me know if you require any more information or if there are specific forms I need to fill out.

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

Sincerely,

[Your Name]