

# Warranty Claim for Household Appliance

Your Name: [Your Name]

Your Address: [Your Address]

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

Email Address: [Your Email]

Phone Number: [Your Phone Number]

Date: [Date]

To:

Customer Service Department

[Company Name]

[Company Address]

City, State, Zip Code: [Company Zip]

Subject: Warranty Claim for [Appliance Name/Model]

Dear Customer Service Team,

I am writing to formally submit a warranty claim for my [Appliance Name/Model], which I purchased on [Purchase Date] from [Store Name/Website]. Unfortunately, the appliance has [describe the issue, e.g. stopped working, has a defect].

The appliance is still under warranty, and I have attached a copy of the original receipt and the warranty documentation for your reference.

I kindly request that you address this issue at your earliest convenience and provide details on how I can proceed with the claim. Thank you for your assistance in this matter.

Sincerely,

[Your Name]