

Warranty Claim Letter

Your Name: [Your Name]

Your Address: [Your Address]

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

Email: [Your Email]

Phone Number: [Your Phone Number]

Date: [Date]

Customer Service Department

Company Name: [Company Name]

Company Address: [Company Address]

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

Subject: Warranty Claim for Product Replacement

Dear Customer Service Team,

I am writing to formally submit a warranty claim for the [Product Name], which I purchased on [Purchase Date] from [Store/Website Name]. The product has not functioned as intended, and I believe it is eligible for replacement under the warranty terms.

The details of the product are as follows:

- Product Model: [Model Number]
- Serial Number: [Serial Number]
- Purchase Receipt: [Attached/Provide details]

Following the warranty guidelines provided, I have attached all relevant documents, including the original proof of purchase and photographs of the issue.

Thank you for addressing this matter promptly. I look forward to your response regarding the next steps for the product replacement.

Sincerely,

[Your Name]