

John Doe
123 Main Street
Anytown, USA 12345
johndoe@email.com
(123) 456-7890

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Customer Service Department
[Company Name]
[Company Address Line 1]
[Company Address Line 2]

Dear Customer Service Team,

I am writing to inquire about the warranty information for my recent purchase of [Product Name] (Model Number: [Model Number]), which I purchased on [Purchase Date]. I would like to know the duration of the warranty, what it covers, and the process for making a claim if necessary.

Additionally, please provide details about any documentation or registration requirements to ensure that my warranty is valid.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,
John Doe