

Warranty Claim Clarification

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to clarify my warranty claim related to the service agreement purchased on [purchase date] for [product/service]. My warranty claim number is [claim number].

In accordance with the service agreement, I believe that my claim is valid as the issue encountered falls under the warranty terms stated in the agreement.

Details of the claim:

- Nature of the issue: [Brief description of the issue]
- Date of service needed: [Date]
- Relevant service details: [Any important service information]

I kindly request a thorough review of my claim and clarification regarding any additional information that may be required to proceed. Your prompt attention to this matter would be greatly appreciated.

Thank you for your assistance.

Sincerely,

[Your Name]