Warranty Service Appointment Request

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Customer Service Team/Specific Contact Name],

I am writing to request an appointment for warranty service on my [Product Name/Model] that I purchased on [Purchase Date]. The warranty information states that I am eligible for service due to [briefly explain the issue].

Please let me know your available slots for the service appointment. I am available on [insert your available dates and times].

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

Sincerely,

[Your Name]