

Warranty Complaint Letter

Your Name: [Your Name]

Your Address: [Your Address]

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

Email: [Your Email]

Phone: [Your Phone Number]

Date: [Date]

Company Name: [Company Name]

Company Address: [Company Address]

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

Subject: Warranty Complaint for Defective Product

Dear [Company's Customer Service Department],

I am writing to formally lodge a complaint regarding a defective product covered under warranty that I purchased on [Purchase Date] from your [Store/Website]. The product is [Product Name and Model Number], and it has not been functioning as expected since [Describe Issue].

Despite following all usage instructions and guidelines, the product has [Detailed Description of the Issue]. I have attached copies of my purchase receipt and warranty documentation for your reference.

As per the terms of the warranty, I kindly request a full refund or replacement of the defective product. Please let me know the next steps to resolve this issue as soon as possible.

Thank you for your prompt attention to this matter. I look forward to your swift response.

Sincerely,

[Your Name]