

Sample Complaint Letter for Warranty Claim on Defective Kitchen Appliance

Your Name

Your Address

City, State, ZIP Code

Email Address

Phone Number

Date

Manufacturer/Retailer Name

Customer Service/Claims Department

Company Address

City, State, ZIP Code

Subject: Warranty Claim for Defective Kitchen Appliance (Product Name and Model Number)

Dear Sir/Madam,

I am writing to formally lodge a warranty claim regarding a defective kitchen appliance I purchased from your company. The details of my purchase are as follows:

- **Product Name:** [Product Name]
- **Model Number:** [Model Number]
- **Serial Number:** [Serial Number, if available]
- **Purchase Date:** [Purchase Date]
- **Place of Purchase:** [Retailer/Store Name]

Unfortunately, the appliance has exhibited the following defect(s):

- [Clear description of the problem or malfunction, including when it began and any troubleshooting steps taken]

As this product is still under warranty, I kindly request that you [choose one: repair/replace/refund] the defective appliance in accordance with your warranty policy. I have attached a copy of my purchase receipt and photographs of the defect for your reference.

Please let me know if any further information or documentation is required to process my claim. I look forward to your prompt response and a satisfactory resolution to this matter.

Thank you for your attention to this issue.

Sincerely,

[Your Name]