

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Company Name]  
[Company Address]  
[City, State, ZIP Code]

Subject: Warranty Enquiry for [Product Name/Model]

Dear [Customer Service/Relevant Department],

I hope this message finds you well. I am writing to inquire about the warranty status for my [Product Name/Model], which I purchased on [Purchase Date] from [Retailer/Website Name].

Details of the product are as follows:

- Serial Number: [Serial Number]
- Purchase Receipt: [Attached/Enclosed if applicable]

I have experienced [ Describe the issue briefly ], and I would like to know if this issue is covered under the warranty.

I appreciate your assistance and look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]