

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

Subject: Warranty Claim for DVD Player

Dear [Customer Service/ Warranty Department],

I am writing to formally submit a warranty claim for my DVD player, model [Model Number], purchased on [Purchase Date]. I have encountered the following issue: [Describe the issue briefly].

Attached to this letter are copies of the purchase receipt and warranty information.

I would appreciate your assistance in resolving this matter promptly.

Please let me know the next steps in the warranty claim process.

Thank you for your attention to this issue.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]