

**\*\*Volkswagen Warranty Claim Request\*\***

**\*\*Claimant Information:\*\***

- Name: [Your Name]
- Address: [Your Address]
- Phone Number: [Your Phone Number]
- Email: [Your Email Address]
- Vehicle Identification Number (VIN): [Your VIN]
- Model: [Your Vehicle Model]
- Year: [Your Vehicle Year]
- Odometer Reading: [Current Odometer Reading]

**\*\*Description of the Issue:\*\***

Dear [VW Customer Service/Dealer Name],

I am writing to formally request a warranty claim for my Volkswagen [Model] with VIN [VIN]. The vehicle was purchased on [Purchase Date] and is currently within the warranty period.

**\*\*Issue Details:\*\***

- Date First Noticed: [Date Issue Started]
- Description of the Problem: [Provide a detailed description of the issue, including any symptoms or problems experienced]
- Previous Maintenance/Repairs: [Include any relevant maintenance history related to the issue]

**\*\*Attached Documentation:\*\***

1. Copy of the vehicle purchase agreement
2. Maintenance records
3. Photos of the issue (if applicable)
4. Any additional supporting documents

I hope for a prompt response to this matter and appreciate your attention to this warranty claim.

Thank you.

Sincerely,

[Your Name]

[Your Signature (if sending by mail)]