

[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 XT Battery

Dear [Customer Service/Claims Department],

I am writing to formally submit a warranty claim for my XT battery, which I purchased on [Purchase Date] from [Retailer/Website]. The serial number of the battery is [Serial Number].

Unfortunately, the battery has encountered [brief description of the issue, e.g., inability to hold a charge, physical damage, etc.], which I believe is covered under the warranty terms outlined in your policy.

I have attached the following documents to support my claim:

1. A copy of the original purchase receipt
2. Photographs of the battery showing the issue
3. Any relevant warranty documentation

I kindly request that you review my claim and provide guidance on the next steps for the replacement or repair of the battery. Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]