

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

Customer Service Department  
QNAP Systems, Inc.  
[QNAP Address]  
[City, State, Zip Code]

Subject: Warranty Request for QNAP Product

Dear QNAP Customer Service,

I hope this letter finds you well. I am writing to formally request warranty service for my QNAP product, which I purchased on [Purchase Date] from [Retailer Name]. The product details are as follows:

- Model: [Model Number]
- Serial Number: [Serial Number]

I have encountered the following issue(s) with the device:

[Briefly describe the problem you are experiencing with the product.]

As my product is still under warranty, I kindly request guidance on the next steps to process this warranty claim. I have attached a copy of my purchase receipt and any relevant documentation for your reference.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]