

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

[Dealer's Name]  
[Dealership Name]  
[Dealership Address]  
[City, State, ZIP Code]

Subject: Warranty Claim for [Vehicle Year, Model, VIN]

Dear [Dealer's Name/Service Manager],

I hope this message finds you well. I am writing to formally submit a warranty claim for my [Vehicle Year, Model], VIN: [VIN Number], which I purchased on [Purchase Date].

I have encountered the following issues with the vehicle:

- [Describe the first issue in detail]
- [Describe the second issue, if applicable]
- [Continue listing any additional issues]

These problems have led to [describe any inconveniences or impacts on vehicle performance]. In accordance with the warranty terms provided at the time of purchase, I believe these issues fall under coverage.

Attached to this letter, you will find copies of relevant documents, including:

- Proof of purchase
- Warranty agreement
- Any previous repair records (if applicable)
- Photographs of the issue (if applicable)

I kindly request that you initiate the warranty claim process and provide guidance on the next steps. Please let me know if you require any additional information from my side.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Signature, if sending a hard copy]