

Quick Damage Claim Email

Subject: Damage Claim - Order #[Number]

Hi,

I received my order ([Order Number]) today, but the item arrived damaged.

The damage: [Brief description - cracked, dented, broken, etc.]

I've attached photos showing the condition of the item and the packaging. The package appeared damaged when it arrived, suggesting this happened during shipping.

Could you please send a replacement ASAP or issue a full refund? I can return the damaged item if needed.

Order details:

- Order number: [Number]
- Item: [Product Name]
- Order date: [Date]
- Delivery date: [Date]

Let me know the next steps.

Thanks,

[Your Name]

[Email]

[Phone]

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