

Lemon Law Letters

This package contains:

1. Instructions & Checklist for writing various Lemon Law Letters
2. 1st Lemon Law Letter
3. 2nd Lemon Law Letter
4. 3rd Lemon Law Letter

Instructions & Checklist for Lemon Law Letters

- This package contains: (1) Instructions & Checklist for the series of three Lemon Law Letters; (2) 1st Lemon Law Letter; (3) 2nd Lemon Law Letter; (4) 3rd Lemon Law Letter
- Three letters are included and can be used in the event no reply is received to the earlier letters. The first form is designed to assist you in drafting letters to a car dealer and/or manufacturer advising them of the defects that still exist in the car you bought from them in spite of your efforts to have those defects repaired, and the action you want them to take to resolve the situation.
- The second form is designed to assist you in drafting a 2nd letter to a car dealer and/or manufacturer, reminding them of the 1st letter you wrote earlier, and expressing concern that you have not received any answer as yet.
- The third form is designed to assist you in drafting a 3rd letter to a car dealer and/or manufacturer, reminding them of the two previous letters you wrote them about this matter, and warning that you will take legal action if you do not hear from them within a specified amount of time.
- Be sure to include any “enclosures” mentioned in the letter. If there are no “enclosures” you may delete “Enclosure” from the bottom of the letter.
- Be sure to sign the letter and to make a copy before sending it out.
- Bracketed instructions may be included on this form to assist you in completing it and should be removed before printing. Generally in Microsoft Word, you can click on the bracketed instruction and start typing.
- These forms are not intended and are not a substitute for legal advice. These forms should only be a starting point for you and should not be used without consulting with an attorney first. An attorney should be consulted before negotiating any document with another party.
- The purchase and use of these forms, is subject to the Disclaimers and Terms of Use found at findlegalforms.com.

[Your Name]
[Street Address]
[City, State ZIP Code]
[phone number - optional]
[email address - optional]

September 24, 2009

[Name of Recipient]
[Title]
[Company Name]
[Street Address]
[City, State ZIP Code]

Dear [Name of Recipient]:

I am writing about the following vehicle, which I purchased from you on [Date of Purchase]:

{Make, Model, Year, VIN}

I am thoroughly dissatisfied with this car because it has a serious defect that prevents it from functioning properly, in spite of several attempts to have it repaired, as listed below:

[Here write the defect(s) of the car and after each defect, list the number of attempts that have been made to repair that defect.]

I am enclosing copies of the invoices for all the repairs listed above.

It is clear that this car is a lemon, and I request an immediate replacement. Please contact me if you have any questions.

I look forward to hearing from you soon.

Cordially,

[Your Name]

Enclosures

[Your Name]
[Street Address]
[City, State ZIP Code]
[phone number - optional]
[email address - optional]

September 24, 2009

[Name of Recipient]
[Title]
[Company Name]
[Street Address]
[City, State ZIP Code]

Dear [Name of Recipient]:

I am following up on a letter I wrote you on [Date of 1st Letter You Sent] about the following vehicle, which I purchased from you on [Date of Purchase]:

{Make, Model, Year, VIN}

I am quite concerned that I have not yet received any response from you to my first letter, in which I described the defect(s) of that car and the painstaking efforts that I had made to repair the problem(s).

I find it difficult to continue fulfilling the obligations of my normal life any more -- since I don't even have a car I can rely on -- and am understandably quite anxious to get that car replaced.

For your convenience, I am herewith enclosing a copy of the my first letter to you, as well as copies of the repair invoices that were sent with that letter.

My contact information is on this letterhead; please let me know if you have any questions.

I look forward to your early response.

Cordially,

[Your Name]

Enclosures

[Your Name]
[Street Address]
[City, State ZIP Code]
[phone number - optional]
[email address - optional]

September 24, 2009

[Name of Recipient]
[Title]
[Company Name]
[Street Address]
[City, State ZIP Code]

Dear [Name of Recipient]:

Re: [Make, Model, Year, VIN, Date Purchased]

Having received no response to either of the two letters I wrote you on [Date of 1st Letter and Date of 2nd Letter You Sent] about the defective vehicle I purchased from you which qualifies as a lemon under the Lemon Law, I am writing to let you know that if I do not hear from you within [length of time], I plan to take legal action to ensure that I receive a replacement vehicle.

For your convenience, I am herewith enclosing copies of my previous letters to you, as well as copies of the repair invoices that were enclosed.

My contact information is on this letterhead; please let me know if you have any questions.

I look forward to your early response.

Cordially,

[Your Name]

Enclosures