

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Customer Service Department

[Airline Name]

[Airline Address]

[City, State, Zip Code]

Dear Customer Service Team,

I hope this message finds you well. I am writing to follow up on my claim regarding the lost baggage I reported on [date of report]. My baggage was misrouted during my flight from [departure city] to [destination city], and I filed a compensation claim under reference number [claim reference number].

As it has been [number of weeks/days since the initial claim], I would like to inquire about the status of my claim. I understand that these matters can take time, but I would appreciate any updates you could provide regarding this incident.

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

Sincerely,

[Your Name]