

# Grievance Letter for Vacation Itinerary Disruption

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally express my grievance regarding the disruption to my vacation itinerary that occurred on [specific date(s)]. I had made reservations through your agency for a trip to [Destination] from [Start Date] to [End Date], which included [briefly describe itinerary, such as flights, accommodations, activities].

Unfortunately, [describe the disruption, e.g., flight cancellation, hotel overbooking], which caused significant inconvenience and additional costs. Despite my attempts to resolve this issue through your customer service, I found the response inadequate and unsatisfactory.

I expected a higher standard of service, especially considering the investment I made in this trip. As a loyal customer, I would appreciate a swift resolution to this matter. I am seeking [state your desired resolution, such as a refund, compensation, or alternative arrangements].

I hope to hear back from you promptly. Thank you for your attention to this grievance.

Sincerely,

[Your Name]