

# **Subject: Discrepancy in Transportation Arrangements for Vacation Package**

Dear [Travel Agency Name],

I hope this message finds you well. I am writing to bring to your attention a discrepancy I have encountered regarding the transportation arrangements included in my recent vacation package (Booking Reference: [Booking Number]).

Upon reviewing the itinerary, I noticed that the transportation details do not align with what was outlined at the time of booking. Specifically, [describe the discrepancies, e.g., the schedule, type of transportation, etc.]. This situation has caused some concern as I want to ensure a smooth travel experience.

I would greatly appreciate it if you could look into this matter at your earliest convenience and provide clarification on the transportation arrangements. Additionally, if any amendments are necessary, I kindly request that they be rectified promptly.

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

Best regards,  
[Your Name]  
[Your Contact Information]