

Dispute of Unexpected Airline Charges

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Customer Service
[Airline Name]
[Airline Address]
[City, State, Zip Code]

Dear Customer Service,

I am writing to formally dispute unexpected fees that were charged to my account regarding my recent flight with [Airline Name] on [Flight Date], with booking reference number [Booking Reference Number]. Upon booking, I was not made aware of any additional charges that would incur beyond the ticket price.

The total charges amounted to [Total Amount], which I believe to be incorrect and unwarranted. Attached you will find a copy of my ticket confirmation and the invoice detailing the unexpected fees.

I kindly request a thorough review of my case, and I hope for a prompt resolution regarding the reversal of these charges. The reference number for my initial inquiry is [Reference Number]. I appreciate your attention to this matter and look forward to your timely response.

Thank you for your assistance.

Sincerely,

[Your Name]