

Appeal for Flight Delay Compensation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Customer Service Department

[Airline Name]

[Airline Address]

[City, State, Zip Code]

Dear Customer Service Team,

I am writing to formally appeal for compensation regarding the delay of my flight [Flight Number] scheduled on [Date] from [Departure City] to [Destination City], which was delayed for [Duration of Delay]. I believe I am entitled to compensation under [mention relevant regulation or policy, e.g., EU261/2004].

The delay caused significant disruption to my travel plans and incurred additional expenses such as [mention any relevant expenses, if applicable]. I have attached necessary documentation, including my flight itinerary, ticket, and receipts for any additional costs incurred.

I kindly request that you review my case and process the compensation as stipulated in your airline's policy. I look forward to your prompt response and a resolution to this matter.

Thank you for your attention to this appeal.

Sincerely,

[Your Name]