

# Request for Airfare Discrepancy Adjustment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Airline Name]

[Airline Address]

[City, State, Zip Code]

Dear Customer Service,

I am writing to formally request an adjustment regarding a discrepancy I have encountered with my airfare for the flight on [Insert Date] from [Departure City] to [Destination City], Ticket Number: [Insert Ticket Number].

Upon reviewing my itinerary, I noticed that the fare charged was different from what was initially quoted at the time of my booking. The quoted price was [Insert Quoted Price], but the charge on my credit card was [Insert Charged Price].

I would appreciate it if you could review my case and adjust the fare accordingly. Attached are the relevant documents, including the receipt and any other supporting information.

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

Sincerely,

[Your Name]