

# Denied Boarding Compensation Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Airline Name]

[Airline Customer Service Address]

[City, State, Zip Code]

Dear [Airline Customer Service],

I am writing to formally request compensation for denied boarding on my flight [Flight Number] scheduled for [Date] from [Departure City] to [Destination City]. I arrived at the airport on time, but due to [briefly explain reason, e.g., "overbooking"], I was unable to board the flight.

As per [mention relevant regulations, e.g., "EU Regulation 261/2004"], I believe I am entitled to compensation for this disruption. The inconvenience caused has resulted in significant issues that impacted my travel plans, including [mention any specific consequences].

I have attached copies of my travel documents, including my boarding pass and any communication I had with staff regarding this matter. I kindly request that you review my case and provide the compensation that I am owed.

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

Sincerely,

[Your Name]