

Airport Lounge Access Request

Date: [Insert Date]

To: [Airport Lounge Manager's Name]

[Airport Lounge Name]

[Airport Name]

Dear [Lounge Manager's Name],

I hope this message finds you well. I am writing to request access to the airport lounge for my family members during our upcoming travel on [Insert Travel Date].

Details of the family members are as follows:

- Name: [Family Member 1 Name], Relationship: [Relationship], Flight Number: [Flight Number]
- Name: [Family Member 2 Name], Relationship: [Relationship], Flight Number: [Flight Number]
- Name: [Family Member 3 Name], Relationship: [Relationship], Flight Number: [Flight Number]

We have [mention any loyalty program status, if applicable] and would greatly appreciate your assistance in granting us access for a comfortable experience before our flight.

Thank you for considering our request. We look forward to your positive response.

Warm regards,

[Your Full Name]

[Your Contact Information]

[Your Membership Number, if applicable]