

Bereavement Fare Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Airline Name]

[Customer Service Department]

[Airline Address]

[City, State, Zip Code]

Dear Customer Service Team,

I am writing to formally request a bereavement fare for my [relation, e.g. aunt, uncle, etc.], who passed away on [date of passing]. As this is a difficult time for my family, I am hoping to travel to [destination] for the memorial services.

The details of my travel are as follows:

- Departure City: [Your Departure City]
- Destination City: [Destination City]
- Preferred Travel Dates: [Insert Dates]

I have attached a copy of the obituary and my relationship verification for your reference. I appreciate your understanding and assistance in this matter during such a challenging time.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,

[Your Name]