

Request for Compensation Due to Unreturned Suitcase

Date:

To:

From:

Address:

Subject: Request for Compensation Due to Unreturned Suitcase

Dear ,

I am writing to formally request compensation for my suitcase that was not returned to me following my recent journey with your airline/company.

Flight/Reference Number:

Date of Travel/Service:

Description of Luggage:

Despite my repeated inquiries, my suitcase remains unreturned. The loss of my belongings has caused me considerable inconvenience and financial loss. I kindly request that compensation be arranged as per your policy at the earliest possible date.

Please feel free to contact me at or via email at for any additional information.

Thank you for your prompt attention to this matter.

Sincerely,