

Professional Airline Complaint Letter About Ticketing Error

Subject: Complaint Regarding Ticketing Error – [Booking Reference]

Dear [Airline Customer Service Manager],

I recently booked a flight from [Departure] to [Arrival] under booking reference [Number]. Upon receiving my ticket, I noticed incorrect details regarding [passenger name/date/time]. This error has caused inconvenience and potential travel disruption.

I kindly request immediate correction of this ticket and confirmation of the updated booking. Your prompt assistance will be appreciated.

Sincerely,

[Your Name]

[Contact Information]

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