

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Customer Service

Ryanair

[Company Address]
[City, State, Zip Code]

Dear Customer Service Team,

Subject: Complaint Regarding Flight Delay - [Flight Number] on [Date]

I am writing to formally express my dissatisfaction regarding the significant delay of Ryanair flight [Flight Number] from [Departure City] to [Destination City] on [Date]. The flight was scheduled to depart at [Original Departure Time] but was delayed for [Duration of Delay] hours without prior notice.

The unexpected delay caused considerable inconvenience and additional expenses, including [mention any expenses incurred, e.g., food, accommodation, etc.]. I also faced [mention any issues such as missed connections or important commitments].

According to EU regulations, I understand that I may be entitled to compensation for this delay. I kindly request that you review my situation and provide a resolution, including any applicable compensation.

Please find attached copies of my ticket and any relevant documentation regarding my expenses.

I appreciate your attention to this matter and look forward to your prompt response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]