

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

Customer Service

Ryanair

[Address of Ryanair Customer Service]  
[City, State, Zip Code]

Dear Ryanair Customer Service,  
Subject: Group Booking Inquiry

Introduction:

- Briefly introduce yourself.
- Mention the purpose of your letter (group booking inquiry).

Group Details:

- Specify the number of passengers.
- Provide travel dates and destinations.
- Mention any specific requirements (baggage, special assistance, etc.).

Booking Information:

- Request information about group rates and availability.
- Ask about the booking process and deadlines.

Conclusion:

- Express your interest in making the booking.
- Provide your contact information for follow-up.

Thank you for your assistance.

Sincerely,

[Your Name]