

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

Customer Service

Ryanair

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

Dear Ryanair Customer Service,

Subject: Request for Seat Assignment for Booking Reference [Your Booking Reference]

I hope this letter finds you well. I am writing to request assistance with my seat assignment for my upcoming flight with Ryanair. My booking reference is [Your Booking Reference], and the flight is scheduled for [Flight Date and Time] from [Departure Airport] to [Destination Airport]. I would appreciate any information regarding the availability of seats, as well as any options for preferred seating. Additionally, if there are any associated fees for seat selection, please let me know.

Thank you for your attention to this matter. I look forward to your prompt response.

Warm regards,

[Your Name]

[Your Signature (if sending a hard copy)]