

[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]

Subject: Ticket Dispute for [Your Booking Reference Number]

Dear Ryanair Customer Service,

I am writing to formally dispute a recent ticket transaction related to my booking, reference number [Your Booking Reference Number]. On [Date of Booking], I encountered issues regarding [describe the issue briefly, e.g., a canceled flight, overcharge, etc.].

Despite my attempts to resolve this matter through your customer service channels, I have not received a satisfactory response. I would like to request [state your request, e.g., a refund, reimbursement, cancellation of charges, etc.].

Enclosed are copies of relevant documents, including [mention any attached documents, e.g., flight confirmation, receipts, correspondence].

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

Sincerely,

[Your Name]

[Your Signature, if sending a hard copy]