

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

Uber Customer Support

[Uber Headquarters Address]

Dear Uber Customer Support,

Subject: Request for Modification of Reservation Details

I hope this message finds you well. I am writing to request modifications to my existing Uber reservation. Below are the details of my reservation for your reference:

- Reservation Name: [Your Name]
- Reservation ID: [Reservation ID]
- Current Pickup Location: [Current Pickup Location]
- Current Drop-off Location: [Current Drop-off Location]
- Scheduled Date and Time: [Original Date and Time]

I would like to request the following changes:

- New Pickup Location: [New Pickup Location]
- New Drop-off Location: [New Drop-off Location]
- New Date and Time: [New Date and Time] (if applicable)

I appreciate your assistance with this matter and look forward to your prompt response. If you require any further information to facilitate these changes, please do not hesitate to contact me.

Thank you for your attention to this request.

Sincerely,

[Your Name]

[Your Uber Account Email (if different)]

[Additional Contact Information (if necessary)]