

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

Customer Service Department  
JXS Airlines

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

Subject: Complaint Resolution - [Your Flight Number]

Dear JXS Airlines Customer Service,

I hope this message finds you well. I am writing to formally express my dissatisfaction regarding an experience I had with JXS Airlines on [Date of Flight]. My flight number was [Flight Number], traveling from [Departure City] to [Destination City].

[Briefly describe the issue you experienced, including any relevant details such as delays, cancellations, customer service interactions, etc.]

I was very disappointed with the service provided, and I believe that [explain why the resolution is necessary, such as compensation, refund, etc.].

I have attached copies of relevant documents, including my ticket and any correspondence related to this issue. I appreciate your prompt attention to this matter and look forward to hearing back from you soon.

Thank you for your time.

Sincerely,

[Your Name]

[Attachment: Tickets, Correspondence, etc.]