

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

Customer Service

YQB (Quebec City Airport)

[Airport Address]
[City, Province, Zip Code]

Dear Customer Service Team,

Subject: Complaint Regarding [Specify Issue]

I am writing to formally express my dissatisfaction regarding [specific issue] that occurred on [date] during my recent visit to YQB.

Despite my anticipation of a positive experience, I encountered [briefly describe the problem, e.g., long wait times, poor service, etc.]. This situation not only caused inconvenience but also affected my overall impression of your airport.

I would appreciate your attention to this matter, as it is crucial for improving the experience for future travelers. I look forward to your response regarding this complaint.

Thank you for your time and understanding.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]