

Subject: Complaint regarding Flight Experience

Dear [Airline Name],

I am writing to express my dissatisfaction with the flight experience I recently had with your airline on [insert flight number] from [insert departure city] to [insert destination city] on [insert date of travel]. I am extremely disappointed with the level of service provided by your airline and would like to bring to your attention the following issues:

1. **Flight Delay:** The flight was delayed by [insert duration] without any prior notice or explanation. This caused a great deal of inconvenience as I had to reschedule my appointments and meetings.
2. **Poor Customer Service:** The staff at the boarding gate were unhelpful and seemed disinterested in addressing passenger queries or concerns.
3. **Uncomfortable Seating:** The seats were cramped, uncomfortable and lacked proper cushioning. This made it difficult for me to rest during the flight.
4. **Inadequate In-Flight Services:** The meals provided were of poor quality and there were limited options for refreshments. The entertainment system was also not functioning properly.
5. **Baggage Delay:** My baggage was not delivered to the baggage claim area until [insert duration] after the flight landed. This caused me further inconvenience and delayed my travel plans.

I had booked this flight with the expectation of a comfortable and hassle-free travel experience. However, my experience has been far from satisfactory. I urge you to take immediate action to rectify the issues mentioned above and ensure that such incidents do not occur in the future.

I look forward to your response and a resolution to my problem. I have attached my flight details and booking confirmation for your reference.

Sincerely,

[Your Name]

Sample Complaint Letter to a Hotel Manager

Dear Mr. Smith,

[My family, friends, and] I recently took a vacation to Houston. We chose to stay at the (hotel name) located at (hotel address). We stayed there from Friday, May 10th to Tuesday, May 15th. I have enclosed a copy of our receipt. We picked your hotel because of the location, and some positive reviews I had read online.

We liked the restaurant at your hotel, and the location was perfect. However, we were very disappointed in the cleanliness of our room upon arrival.

We found hair on the bathroom floor when we arrived. In addition, the floor had crumbs and needed to be vacuumed. On our second day, when we returned, we noticed that the beds had not been made, and cleaning staff had not visited. I did call the lobby desk and ask, and they said they were understaffed and unable to do it on that day.

While I do understand that low staff can cause issues, we did pay for full service. Therefore, since our room was not cleaned, we would like a partial refund [or whatever else you would prefer as compensation].

Feel free to email me at vacationgirl@gmail.com. I look forward to hearing from you.

Sincerely,

[Your Name]