

## Sample Complaint Letter to Airline for Lost Checked Baggage

This sample complaint letter to an airline for **lost checked baggage** provides a clear and concise template for passengers to formally report and seek resolution for their missing luggage. The letter typically includes details such as the flight information, baggage description, date of travel, and a request for compensation or assistance in locating the lost items. Using this structured approach helps ensure the airline understands the issue and responds promptly to the passenger's concerns.

---

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

[Customer Service Department]  
[Airline Name]  
[Airline Address]  
[City, State, ZIP Code]

**Subject: Complaint Regarding Lost Checked Baggage â€“ [Flight Number], [Date of Travel]**

Dear Sir/Madam,

I am writing to formally report and seek resolution regarding my checked baggage that was lost on my recent flight with [Airline Name]. Below are the details of my journey and the missing baggage:

- **Passenger Name:** [Your Name]
- **Flight Number:** [Flight Number]
- **Date of Travel:** [Date of Travel]
- **Origin:** [Departure City/Airport]
- **Destination:** [Arrival City/Airport]
- **Baggage Tag Number:** [Tag Number]
- **Description of Baggage:** [Size, Color, Brand, Distinguishing Features]

Upon arrival at my destination, I awaited my baggage at the carousel, but it did not arrive. I promptly reported the issue to your baggage services desk and was provided with a reference number: [Reference Number]. However, as of today, my luggage has not been located, and I have not received satisfactory updates regarding its whereabouts.

The contents of my missing baggage include personal belongings and essential items, the value of which I estimate to be approximately [Estimated Value]. As this situation has caused significant inconvenience and expense, I kindly request prompt assistance in locating my luggage or suitable compensation per your policies.

Please let me know the current status of my missing baggage and any next steps I should take. I have attached all relevant documentation, including my boarding passes, baggage claim receipts, and the report filed at your service desk for your reference.

I look forward to your prompt response and a resolution to this matter.

Sincerely,  
[Your Name]