



Flight Delay Compensation Letter Template - Use it, and Claim up to 600€

You are just 3 steps away to claim up to 600€ for your delayed or cancelled or overbooked flight using CLAIMFLIGHTS free flight delay compensation letter template.

How to claim compensation for flight delays and cancellations?

Step 1

Calculate the amount to claim using our [Flight Delay Compensation Calculator](#).

Step 2

- Research the airlines' postal address. Make sure it's the correct legal address that you can find over their Website.
- Send the claim letter to the airlines' postal address, after filling the required details such as your name, co-passengers (if any), the reason behind disruption, etc.

Step 3

- Once the letter is dispatched, wait for a minimum of 3 weeks before initiating any further action since the rewarded compensation may be in the way.
- If the airlines offer you a coupon towards compensation or deny the admissibility of your claim citing "extraordinary circumstances" or do not respond; then you should seek appropriate legal help.
- It is important for you to know if you claim through legal proceedings, the lawyer cost, court costs, travel expenses, etc. shall be borne by you, in case the court doesn't award you a favourable decision.

OR

You can leave all your hassles to us, and let us fight for your rights

Enforce your rights

The Process if you Claim through ClaimFlights

If you [assign us your claim](#), all you have to do is provide us with basic information (your flight number, date of travel, the reason behind delay or cancellation, and your personal details) and digitally sign the letter.

This can be done in 2 minutes and we care for the rest.

But, why ClaimFlights? We already have an answer, check the [flight delay claim companies fees comparison](#) and perceive why you should claim through ClaimFlights.

Flight Delay Compensation Claim Letter Template

Your Name: _____
Address: _____
Name of Airline: _____
Street and Street No.: _____
Postal Code and City: _____
Country: _____

The assertion of compensation claims according to Art. 7 Regulation (EC) No. 261/2004

Dear Sir/Madam,

I hereby claim compensation according to Art. 7 of Regulation (EC) No. 261/2004 for:

1. Your Name / Street / Postal Code / City

2. Name of other Passengers (for example your Wife/Husband or Children)

I claim compensation relating to flight (flight number) which I booked from (departure airport) to (arrival airport) on (booking date).

The flight was delayed for more than (delay time) hours OR cancelled OR took place without me.

The problem was not based on exceptional circumstances or act of god.

Due to the delay of (flight delay time) hours and the flight distance between the airports, I have the right to be compensated by (value of € per passenger) Euros for each passenger.

I am writing this letter to request you to pay an amount of (value of € per passenger) Euros / Passenger for each passenger, which comes to a total amount of €/£ (total amount of compensation) immediately, but not later than 2 weeks from the date of this letter.

My bank account is

Bank: _____
IBAN: _____
Swift/BIC: _____

If I do not receive a response from you within the aforementioned deadline, I will seek immediate legal assistance.

With best regards,

Your Name: _____
Date: _____
Signature: _____