

# Flight Delay Compensation Claim Form

Use this **flight delay compensation** claim form template to efficiently request reimbursement for your delayed flights. The detailed sample ensures all necessary information is included for a successful claim. Save time and increase your chances of approval with this comprehensive form.

## 1. Passenger Information

Full Name

Date of Birth

Email Address

Phone Number

Mailing Address

Passport or ID Number

## 2. Flight Information

Airline Name

Flight Number

Departure Airport

Arrival Airport

Scheduled Departure (date & time)

Actual Departure (date & time)

Booking Reference/PNR

## 3. Delay Details

Total Length of Delay (hours:minutes)

e.g., 3:25

**Stated Reason for Delay (if given by airline)**

**Were services provided during delay? (meals, accommodation, etc.)**

## 4. Compensation Details

**Compensation Amount Requested (in local currency)**

**Preferred Compensation Method**

Bank Transfer



**Bank/Voucher Details (if applicable)**

## 5. Supporting Documents

**Boarding Pass (attach copy)**

Choose File

No file selected

**Flight Ticket/E-Ticket (attach copy)**

Choose File

No file selected

**Relevant Correspondence (emails, messages from airline, etc.)**

Choose File

No file selected

## 6. Declaration & Signature



I confirm that the information provided is accurate to the best of my knowledge and understand this claim is subject to verification.

**Signature (typed)**

**Date**

Submit Claim