

# Completed Flight Delay Claim Form Example

**Reference:** This sample demonstrates how to correctly fill out a flight delay compensation claim form.

## Personal Details

**Full Name:**

Jane Smith

**Address:**

123 Main Street, London, UK

**Email Address:**

jane.smith@email.com

**Phone Number:**

+44 7000 000000

## Flight Information

Flight Number	Date of Departure	Booking Reference
AB1234	2024-05-05	ZXCV5678

## Delay Details

**Scheduled Departure Time:**

14:30 (GMT)

**Actual Departure Time:**

19:00 (GMT)

**Total Delay Duration:**

4 hours 30 minutes

**Reason Provided by Airline:**

Technical issue

## Compensation Claim

**Type of Compensation Claimed:**

EU261 Monetary Compensation

**Amount Claimed:**

£400

## Additional Information

**Comments or Additional Details:**

I was not offered food vouchers or alternative transport during the delay.

## Declaration & Signature

**Date:**

2024-05-06

**Signature:**

Jane Smith

*This example provides a guideline for submitting a successful flight delay claim. Always provide accurate and complete information.*