

Quick Train Ticket Refund Email

Hello [Customer Service Team],

I booked a ticket for [Date], booking reference [Booking Reference], but I was unable to use it. Could you please process a refund at your earliest convenience?

Thank you very much for your help.

Best regards,

[Your Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/train-ticket-refund-letter-sample>