

Refund Letter for Partially Used Train Ticket

Dear [Railway Authority],

I recently traveled on [Date] but was unable to complete my journey from [Intermediate Station] to [Destination Station] due to [Reason]. My booking reference is [Booking Reference].

I am requesting a refund for the unused portion of my ticket in accordance with your refund policy.

Please find attached the ticket and any required documentation.

Thank you for your assistance.

Sincerely,

[Your Name]

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