

# Flight Cancellation Request Template

Policyholder Name:

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Policy Number:

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Contact Information (Phone/Email):

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## Flight Details

Airline:

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Flight Number:

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Departure Date:

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Booking Reference:

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From:

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To:

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## Reason for Cancellation

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## Supporting Documents Attached

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## Refund/Cancellation Amount Claimed

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Signature

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Date