

Reservation Confirmation

Dear [Guest Name],

Thank you for choosing [Hotel Name] for your stay. We are pleased to confirm your reservation:

- **Reservation Number:** [Reservation Number]
- **Check-in Date:** [Check-in Date]
- **Check-out Date:** [Check-out Date]
- **Room Type:** [Room Type]
- **Number of Guests:** [Number of Guests]

If you have any special requests or need further assistance, please do not hesitate to contact us.

We look forward to welcoming you to [Hotel Name]!

Best regards,
[Your Name]
[Your Position]
[Hotel Name]
[Contact Information]