

# Dear Valued Patron,

We hope this message finds you well. We want to take a moment to explain our service charge policy to ensure that you have a clear understanding of how we operate.

## Service Charge Overview

Our establishment applies a service charge of **15%** to all food and beverage orders. This charge is distributed among our dedicated staff who work hard to provide you with excellent service.

## Purpose of the Service Charge

The service charge helps us to:

- Support our team members' efforts in delivering outstanding service.
- Ensure fair compensation for our staff in a competitive industry.
- Maintain a high standard of service and dining experience.

## Policy Details

Please note that the service charge is automatically added to your bill. However, if you feel that the service provided was exceptional, you are welcome to add an additional gratuity at your discretion.

## Feedback

Your feedback is invaluable to us. If you have any questions or suggestions regarding our service charge policy, please do not hesitate to reach out.

Thank you for your understanding and support. We look forward to serving you!

Sincerely,

**Your Restaurant Name**

*Contact Information*