# **Travel Package Price Quotation**

Date: [Insert Date]

To: [Client's Name]

Company: [Client's Company Name]

Address: [Client's Address]

Email: [Client's Email]

Phone: [Client's Phone]

# Dear [Client's Name],

We are pleased to provide you with a quotation for a corporate retreat package designed to meet your company's needs. Below are the details:

## **Travel Package Details**

• Destination: [Destination]

• Duration: [Number of Days]

• Check-in Date: [Check-in Date]

• Check-out Date: [Check-out Date]

• Number of Participants: [Number of Participants]

#### **Inclusions**

- Accommodation: [Description of Accommodation]
- Meals: [Description of Meal Plan]
- Transportation: [Description of Transportation]
- Activities: [Description of Activities]
- Tour Guide: [Availability of Tour Guide]
- Insurance: [Insurance Coverage Details]

### **Package Price**

The total cost for the travel package is: **\$[Total Price]** 

### **Terms and Conditions**

[Brief Description of Terms and Conditions]

If you have any questions or need further modifications to the package, please do not hesitate to contact us. We look forward to the opportunity to serve you and make your corporate retreat a success.

# Best Regards,

[Your Name]

[Your Position]

[Your Company Name]

Email: [Your Email]

Phone: [Your Phone]