

Travel Booking Deposit Reminder

Dear [Client's Name],

We hope this message finds you well. This is a friendly reminder regarding your travel booking for [Destination] scheduled for [Travel Dates]. As per our agreement, a deposit of [Deposit Amount] is required to secure your reservation.

Please ensure that the deposit is made by [Due Date]. You can make the payment via [Payment Methods]. If you have already processed the payment, kindly disregard this notice.

Thank you for choosing [Your Company Name]. We look forward to assisting you with your travel plans.

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