

# Alumni Reunion Accommodation Information

Dear Alumni,

We are excited to announce the upcoming alumni reunion scheduled for [Date] at [Location]. To ensure your stay is comfortable, we have arranged accommodation options nearby.

## Accommodation Options:

- **[Hotel Name 1]** - Address: [Address], Rate: [Rate], Phone: [Phone Number]
- **[Hotel Name 2]** - Address: [Address], Rate: [Rate], Phone: [Phone Number]
- **[Hotel Name 3]** - Address: [Address], Rate: [Rate], Phone: [Phone Number]

For reservations, please mention that you are attending the alumni reunion to receive a special rate. We recommend booking your stay as soon as possible as rooms are limited.

If you have any questions or need assistance with the booking process, feel free to contact us at [Email Address] or [Phone Number].

We look forward to reconnecting with you!

Best regards,  
[Your Name]  
[Your Title/Organization]