

Club Travel Itinerary Confirmation

Date: [Enter Date]

Dear [Member Name],

We are excited to confirm your travel itinerary for the upcoming weekend retreat organized by [Club Name]. Below are the details of your trip:

Itinerary Details

- **Date of Departure:** [Departure Date]
- **Time of Departure:** [Departure Time]
- **Meeting Point:** [Meeting Location]
- **Transportation:** [Type of Transportation]
- **Accommodation:** [Hotel/Facility Name]
- **Check-in Date:** [Check-in Date]
- **Check-out Date:** [Check-out Date]
- **Return Date:** [Return Date]
- **Return Time:** [Return Time]

Activities Planned

[List of activities and events planned for the weekend]

Contact Information

If you have any questions or require assistance, please feel free to contact:

[Contact Person's Name]

[Contact Phone Number]

[Contact Email Address]

We look forward to an enjoyable and memorable retreat!

Sincerely,

[Your Name]

[Club Name]