

Beverage Selection Request for Club Activities

Date: **[Insert Date]**

To: **[Recipient's Name]**
[Recipient's Position]
[Club Name/Organization Name]
[Organization Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to propose a selection of beverages for our upcoming club activity scheduled on **[Date of Activity]**. Our members always look forward to refreshments that complement our gatherings, and we would like to consider a variety of options.

For this event, we suggest the following beverage options:

- [Beverage 1: e.g., Sparkling Water]
- [Beverage 2: e.g., Iced Tea]
- [Beverage 3: e.g., Soft Drinks]
- [Beverage 4: e.g., Juice]
- [Beverage 5: e.g., Alcoholic Beverage, if applicable]

We believe these selections will cater to the diverse preferences of our members and enhance the overall experience of the event.

Please let us know if you require any further information or if there are any constraints we need to consider regarding the procurement of these beverages. We appreciate your support in making our event a success.

Thank you for your attention to this matter. We look forward to your positive response.

Best Regards,
[Your Name]
[Your Position]
[Club Name]
[Your Contact Information]