

Accommodation Confirmation

Date: [Insert Date]

Dear [Guest Name],

We are pleased to confirm your accommodation at [Hotel/Property Name]. Below are the details of your booking:

- **Reservation Number:** [Reservation Number]
- **Check-in Date:** [Check-in Date]
- **Check-out Date:** [Check-out Date]
- **Number of Guests:** [Number of Guests]
- **Room Type:** [Room Type]
- **Address:** [Hotel/Property Address]
- **Phone Number:** [Hotel/Property Phone]

If you have any special requests or need further assistance, please do not hesitate to contact us.

Thank you for choosing [Hotel/Property Name]. We look forward to welcoming you!

Best Regards,

[Your Name]

[Your Position]

[Hotel/Property Name]

[Contact Information]