

Subject: Proposal for Group Event Pricing

Dear [Vendor's Name],

I hope this message finds you well. My name is [Your Name], and I represent [Your Organization/Group Name]. We are planning an upcoming event scheduled for [Event Date] and are considering hosting it at your venue.

Given our anticipated attendance of approximately [Number of Attendees], we would like to discuss potential group pricing options that could accommodate our budgetary needs while ensuring a successful event. We appreciate the quality services your venue offers, and we believe a partnership could be mutually beneficial.

We are particularly interested in [specific services or amenities, e.g., catering, audiovisual equipment, etc.], and we would love to understand how we can leverage group discounts or packages to make this event financially feasible.

Could we schedule a time to discuss this in more detail? We are eager to collaborate and explore how we can make this event a success for both our organizations.

Thank you for considering our request. I look forward to your response.

Best regards,

[Your Name]

[Your Position]

[Your Organization/Group Name]

[Your Phone Number]

[Your Email Address]