

Group Travel Cost Reduction Inquiry

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Travel Agency/Hotel Name]

[Agency/Hotel Address]

[City, State, Zip Code]

Dear [Travel Agency/Hotel Manager's Name],

I hope this message finds you well. I am writing to inquire about potential discounts or cost reductions for a upcoming group travel plan for [number] individuals, scheduled for [travel dates].

We are considering a range of accommodations and travel options, and as a group, we are interested in exploring any available incentives for larger bookings. Our travel itinerary includes [briefly describe travel plans].

If you have any special offers, packages, or group rates available, please let us know. We would greatly appreciate your assistance in making our travel experience as economical as possible.

Thank you for your time, and I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title/Position, if applicable]

[Your Organization, if applicable]