

Booking Cancellation Acknowledgment

Date: [Current Date]

Dear [Customer Name],

We have received your request to cancel your booking with confirmation number [Booking Number]. This letter serves as acknowledgment of your cancellation.

Cancellation Details:

- Booking Name: [Booking Name]
- Date of Booking: [Booking Date]
- Cancellation Date: [Cancellation Date]
- Refund Amount: [Refund Amount, if applicable]

If you have any questions or require further assistance, please do not hesitate to contact us.

Thank you for your understanding.

Best regards,

[Your Company Name]

[Your Contact Information]