

Request for Complimentary Breakfast Voucher

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Hotel Name]

[Hotel Address]

[City, State, Zip Code]

Dear [Hotel Manager's Name],

I hope this message finds you well. I am writing to request a complimentary breakfast voucher for my upcoming stay at [Hotel Name] from [Check-in Date] to [Check-out Date].

As a loyal guest and [mention any relevant reasons such as special occasion, membership status, etc.], I would greatly appreciate any consideration you could extend in this regard.

Thank you for your attention to this request. I look forward to your positive response.

Sincerely,

[Your Name]