

Reservation Details Update

Dear [Guest Name],

We wish to inform you that there have been updates to your reservation details as follows:

- **Reservation Number:** [Reservation Number]
- **Check-in Date:** [New Check-in Date]
- **Check-out Date:** [New Check-out Date]
- **Room Type:** [Room Type]
- **Number of Guests:** [Number of Guests]

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

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

Sincerely,

[Your Name]

[Your Position]

[Contact Information]