

Guest Service Agreement Restatement

Date: [Insert Date]

Dear [Guest's Name],

We hope this message finds you well. As part of our commitment to providing exceptional service, we would like to take a moment to restate the terms of our Guest Service Agreement.

Service Agreement Summary

- **Check-In/Check-Out Times:** [Insert times]
- **Cancellation Policy:** [Insert policy details]
- **Payment Terms:** [Insert payment terms]
- **House Rules:** [Insert brief house rules]

Please feel free to reach out if you have any questions or require further clarification regarding these terms. We are here to assist you in making your stay enjoyable and comfortable.

Thank you for choosing [Your Business Name]. We look forward to serving you!

Best regards,

[Your Name]

[Your Position]

[Your Business Name]

[Contact Information]