

Subject: Inquiry for Weekend Getaway Booking

Dear [Hotel Name] Reservations Team,

I hope this message finds you well. I am writing to inquire about the availability of accommodations at your hotel for a weekend getaway.

Here are the details:

- **Check-in Date:** [Insert Date]
- **Check-out Date:** [Insert Date]
- **Number of Guests:** [Insert Number]
- **Room Preference:** [Insert Room Type, e.g., Double, Suite, etc.]

Additionally, I would like to know if you have any special packages or promotions available during that weekend.

Thank you in advance for your assistance. I look forward to your prompt response.

Best regards,

[Your Name]

[Your Contact Information]