

Inquiry About Team-Building Event Packages

Dear [Event Coordinator's Name],

I hope this message finds you well. My name is [Your Name], and I represent [Your Company/Organization Name]. We are interested in exploring team-building event packages offered by your organization.

Could you please provide us with information regarding your available packages, including the activities included, pricing, availability, and any customization options? We are looking to organize an event for approximately [number] participants on [desired date or timeframe].

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

Best regards,

[Your Name]

[Your Position]

[Your Company/Organization Name]

[Your Contact Information]