

# Letter of Request for Group Historical Tour Guide Services

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Tour Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Tour Company Contact Name],

I am writing to request group historical tour guide services for an upcoming event we are organizing. We are planning to take a group of [Insert Number of Participants] participants on a historical tour of [Insert Location/Area] from [Insert Start Date] to [Insert End Date].

We are particularly interested in exploring the following sites:

- [Site 1]

- [Site 2]

- [Site 3]

(Add or remove sites as necessary)

We would appreciate it if you could provide us with information regarding the availability of your services, as well as pricing options and any additional details regarding the tours you offer.

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

Sincerely,

[Your Name]

[Your Title/Organization (if applicable)]