

Interior Decoration Services Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

To: [Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request interior decoration services for [briefly describe the space, e.g., my living room, office, etc.].

We are looking to [insert specific goals, e.g., modernize the space, make it more functional, etc.]. Our desired style is [insert style preferences, e.g., contemporary, rustic, etc.]. The approximate size of the area is [insert dimensions or size].

We would appreciate it if you could provide us with more information about your services, including availability, pricing, and any initial ideas you might have.

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

Sincerely,

[Your Name]