

Inquiry for Chauffeur Services

Date: [Insert Date]

To: [Car Rental Company Name]

Address: [Company Address]

Dear [Contact Person's Name],

I hope this message finds you well. I am writing to inquire about the availability of luxury car rental services, specifically with chauffeur options, for an upcoming event.

Event Details:

- Date of Service: [Insert Date]
- Pickup Location: [Insert Location]
- Drop-off Location: [Insert Location]
- Number of Passengers: [Insert Number]
- Preferred Vehicle Type: [Insert Vehicle Type]

Could you please provide the following information?

- Availability of vehicles on the specified date
- Chauffeur rates and services included
- Any additional fees or insurance options

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

Best regards,

[Your Name]

[Your Contact Information]

[Your Address]