

Dear [Caterer's Name],

I hope this message finds you well. I am writing to follow up on the catering pricing proposal we discussed on [insert date of discussion]. We are excited about the possibility of working with you for our upcoming event on [insert event date].

Could you please provide any updates or additional information regarding the pricing? We want to ensure we make a decision promptly.

Thank you for your attention to this matter. I look forward to hearing from you soon.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]