

Inquiry About Travel Itinerary Details

Dear [Travel Agency/Agent's Name],

I hope this message finds you well. I am writing to inquire about the details of my upcoming travel itinerary.

Booking Reference: [Your Booking Reference]

Travel Dates: [Start Date] to [End Date]

Could you please provide me with the following details?

- Flight Information: Departure and Arrival times, Airlines
- Accommodation: Hotel bookings and addresses
- Transportation: Details regarding transfers
- Planned Activities: Any itinerary highlights

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

Best regards,

[Your Name]

[Your Contact Information]