

# Special Request Letter for Entertainment Booking

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Entertainment Provider's Name]

[Entertainment Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Entertainment Provider's Name],

I hope this message finds you well. I am reaching out to discuss a potential booking with [Entertainment Company Name] for [Event Name or Type]. The event is scheduled for [Event Date] and will be held at [Event Location].

We would like to make a few special requests to enhance the experience for our guests:

- Request 1: [Describe the request]
- Request 2: [Describe the request]
- Request 3: [Describe the request]

We believe these requests will help create a memorable experience for all attendees. Please let me know if these requests can be accommodated and if there are any additional costs involved.

Thank you for considering our requests. I look forward to your prompt reply.

Sincerely,

[Your Name]