

Travel Proposal for Corporate Team-Building Activities

Date: [Insert Date]

To: [Recipient Name]

From: [Your Name]

Subject: Proposal for Team-Building Travel Activities

Introduction

Dear [Recipient Name],

I am pleased to present a travel proposal for our upcoming corporate team-building activities aimed at enhancing collaboration, communication, and morale within our team.

Objectives

- Strengthen team collaboration and trust.
- Improve communication skills.
- Encourage creative problem-solving.

Proposed Destination

[Insert Destination Name] - A perfect venue for team-building activities with ample opportunities for outdoor adventures and workshops.

Activities Included

- Team-building workshops
- Outdoor adventure activities (e.g., hiking, kayaking)
- Evening networking events

Budget Estimate

The estimated budget for the travel proposal is [Insert Budget Amount]. This includes transportation, accommodation, meals, and activity costs.

Proposed Dates

We recommend scheduling the team-building trip for [Insert Proposed Dates].

Conclusion

I believe this proposed travel plan will contribute significantly to our team's success and cohesion. I look forward to discussing this proposal further.

Best regards,

[Your Name]

[Your Job Title]

[Your Contact Information]