

Catering Service Confirmation

Dear [Client's Name],

Thank you for choosing [Catering Company Name] for your holiday gathering on [Date]. We are excited to be a part of your celebration!

Here are the details of your catering order:

- **Event Date:** [Date]
- **Event Time:** [Start Time] - [End Time]
- **Location:** [Event Venue/Address]
- **Guest Count:** [Number of Guests]
- **Menu Selected:** [List of Menu Items]

If you have any questions or need to make any adjustments, please do not hesitate to contact us at [Contact Information].

We look forward to serving you and making your holiday gathering memorable!

Sincerely,

[Your Name]

[Your Position]

[Catering Company Name]

[Contact Information]