

Travel Itinerary Update for Weekend Getaway

Dear [Recipient's Name],

We hope this message finds you well. We wanted to update you on the details for our upcoming weekend getaway.

Updated Itinerary

- **Departure:** [Date] at [Time] from [Location]
- **Accommodation:** [Hotel Name, Address, and Contact Info]
- **Activities:**
 - [Activity 1] on [Date and Time]
 - [Activity 2] on [Date and Time]
- **Return:** [Date] at [Time] to [Location]

Please let us know if you have any questions or need further information.

Looking forward to a wonderful trip!

Best regards,

[Your Name]

[Your Contact Information]