

Hotel Booking Confirmation

Dear [Group Leader's Name],

We are pleased to confirm your group reservation at [Hotel Name] from [Check-in Date] to [Check-out Date]. Below are the details of your booking:

Reservation Details

- Group Name: [Group Name]
- Total Rooms: [Number of Rooms]
- Room Types: [Room Types]
- Check-in Date: [Check-in Date]
- Check-out Date: [Check-out Date]
- Total Guests: [Number of Guests]
- Rate per Room: [Rate]
- Total Amount: [Total Amount]

Additional Information

Please inform us of any special requests or needs you may have, and we will do our best to accommodate them.

Thank you for choosing [Hotel Name]. We look forward to welcoming you and your group soon!

Best regards,

[Your Name]

[Your Title]

[Hotel Name]

[Hotel Address]

[Contact Information]