

Suite Reservation Inquiry

Dear [Hotel Name] Reservations Team,

I hope this message finds you well. I am writing to inquire about the availability of suites at your esteemed hotel for an upcoming stay.

Please provide the following details:

- Availability of suites from [start date] to [end date]
- Room rates and any applicable promotions
- Included amenities and services
- Cancellation policy

Thank you for your assistance. I look forward to your prompt response.

Best regards,

[Your Name]

[Your Contact Information]