

# Shuttle Service Reservation Confirmation

Dear [Family Member's Name],

We are pleased to confirm your shuttle service reservation for the upcoming family reunion.

## Reservation Details:

- **Family Reunion Date:** [Date]
- **Pickup Location:** [Pickup Address]
- **Drop-off Location:** [Drop-off Address]
- **Time of Pickup:** [Time]
- **Number of Passengers:** [Number]

Please ensure that you arrive at the pickup location 15 minutes prior to the scheduled time. If you have any questions or need to make changes to your reservation, feel free to contact us at [Contact Information].

Thank you, and we look forward to seeing you at the reunion!

Sincerely,

[Your Name]

[Your Organization]

[Contact Information]