

Minibar Restocking Request

Date: **[Insert Date]**

To: **[Hotel Management/Housekeeping Department]**

Subject: Minibar Restocking Request for Upcoming Business Trip

Dear **[Recipient's Name]**,

I hope this message finds you well. I am writing to request the restocking of the minibar in my room for my upcoming business trip scheduled from **[Start Date]** to **[End Date]**.

My reservation details are as follows:

- **Name:** **[Your Name]**
- **Room Number:** **[Your Room Number]**
- **Check-in Date:** **[Check-in Date]**
- **Check-out Date:** **[Check-out Date]**

I would appreciate it if you could ensure the minibar is stocked with a variety of beverages and snacks to accommodate my stay. If possible, please confirm the arrangements at your earliest convenience.

Thank you for your attention to this matter. I look forward to my stay and appreciate your assistance.

Best regards,

[Your Name]

[Your Contact Information]

[Your Company Name]