

Welcome to [Hotel Name]

Dear [Guest Name],

We are delighted to welcome you to our hotel! As a token of our appreciation for choosing us, we are pleased to offer you complimentary in-room beverages during your stay.

Your complimentary beverages include:

- Two bottles of still water
- A selection of herbal teas
- A choice of soft drinks

If you need anything else or have special requests, please feel free to contact our front desk. We hope you enjoy your stay with us!

Best regards,

[Your Name]

[Your Position]

[Hotel Name]

[Hotel Phone Number]

[Hotel Email Address]