

Menu Customization Preferences Request

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Position]

[Company/Organization Name]

[Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my preferences regarding menu customization for our upcoming event on [Event Date]. Ensuring that our guests have a delightful culinary experience is of utmost importance to us.

Customization Preferences

- **Dietary Restrictions:** [List any dietary restrictions]
- **Preferred Cuisines:** [Specify preferred cuisines]
- **Special Requests:** [Detail any special requests]
- **Beverage Options:** [Specify beverage preferences]

We would appreciate it if you could accommodate these preferences in the menu design. Kindly let us know what options are available or if any further information is needed.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization]

[Your Contact Information]