## **Hotel Stay Confirmation**

Dear [Guest Name],

Thank you for choosing [Hotel Name] for your upcoming stay. We are pleased to confirm your reservation.

## **Reservation Details**

Reservation Number: [Reservation Number]

Check-in Date: [Check-in Date]

Check-out Date: [Check-out Date]

Room Type: [Room Type]

Number of Guests: [Number of Guests]

## **Additional Information**

Check-in Time: [Check-in Time]

Check-out Time: [Check-out Time]

If you have any special requests or need further assistance, please feel free to contact us.

We look forward to welcoming you to [Hotel Name].

Best Regards,

[Your Name]

[Hotel Name]

[Contact Information]