

# Dear [Guest Name],

Thank you for being a valued member of our loyalty program. We are excited to inform you that as part of your membership benefits, you are eligible for a complimentary room upgrade during your next stay at [Hotel Name].

Your continued loyalty allows us to ensure that your experiences with us are always exceptional. To redeem your upgrade, please mention your loyalty membership at the time of booking or check-in.

We look forward to welcoming you back soon and providing you with an enhanced experience in one of our upgraded rooms.

Warm regards,  
[Your Name]  
[Your Position]  
[Hotel Name]  
[Contact Information]