

Request for Special Services

Date: [Insert Date]

To: [Spa Manager's Name]

[Spa Name]

[Spa Address]

Dear [Spa Manager's Name],

I hope this message finds you well. I am writing to request special services for my upcoming visit to [Spa Name] on [Insert Date of Visit]. I would like to inquire about any available options that cater to specific needs.

As a [brief description of your needs, e.g., expecting mother, individual with a disability, etc.], I would like to ensure that the spa can accommodate my requirements.

Thank you for your attention to this request. I look forward to your prompt response so I can finalize my arrangements.

Warm regards,

[Your Name]

[Your Contact Information]

[Optional: Your Address]