

Group Booking Application for School Field Trip

Date: [Insert Date]

To Whom It May Concern,

We are writing to request a group booking for a school field trip to [Destination] on [Date of Trip]. Our group will consist of [Number] students and [Number] adults. The purpose of this trip is to [Purpose of Trip].

We would appreciate it if you could provide us with information regarding availability, pricing, and any specific requirements needed for the booking. We look forward to experiencing [Destination] and ensuring a memorable educational experience for our students.

Thank you for your assistance. We hope to hear from you soon.

Sincerely,

[Your Name]
[Your Position]
[School Name]
[Contact Information]