

# **In-Room Dining Delivery Request**

Date: **[Insert Date]**

Room Number: **[Insert Room Number]**

Guest Name: **[Insert Guest Name]**

## **Delivery Request:**

Please deliver the following items to my room:

- Item 1: **[Insert Item Name]** - Quantity: **[Insert Quantity]**
- Item 2: **[Insert Item Name]** - Quantity: **[Insert Quantity]**
- Item 3: **[Insert Item Name]** - Quantity: **[Insert Quantity]**

## **Special Instructions:**

**[Insert any special instructions or dietary restrictions]**

## **Contact Information:**

Phone Number: **[Insert Phone Number]**

Thank you for your prompt attention to this request.

Sincerely,  
**[Insert Guest Name]**