

Hotel Accommodation Inquiry

Dear [Hotel Manager's Name],

I hope this message finds you well. My name is [Your Name], and I am planning a trip to [Destination] from [Start Date] to [End Date]. I would like to inquire about the accommodation options available during my stay.

Please provide me with the following information:

- Room types and availability
- Rates and any current promotions
- Amenities included
- Check-in and check-out times
- Cancellation policy

Thank you for your assistance. I look forward to your prompt response.

Best regards,

[Your Name]

[Your Contact Information]