

DEAR [GUEST NAME],

Thank you for choosing us for your upcoming stay! We are pleased to confirm your booking with the following details:

**Check-in:** [Check-in Date] / **Check-out:** [Check-out Date]

**Number of Guests:** [Number of Guests]

**Room Type:** [Room Type]

**Total cost:** \$\$\$

Deposit paid: \$

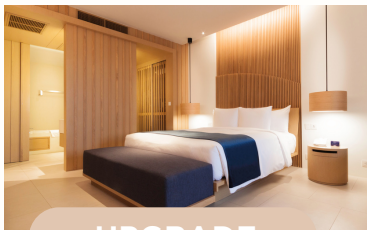
Remaining balance: \$\$

**Additional information:** [Complimentary breakfast is included/  
Use of all leisure facilities is included]

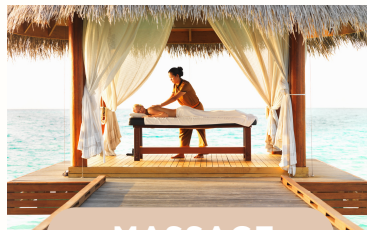
**Special request:** [Include any specific requests made by the guest]

**Cancellation Policy:** [Outline the cancellation policy and any associated charges or deadlines]

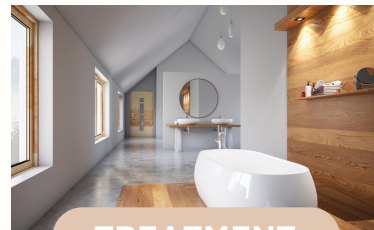
INTERESTED IN BOOKING EXTRA SERVICES?



UPGRADE



MASSAGE



TREATMENT

WE LOOK FORWARD TO WELCOMING YOU...

and ensuring you have a **comfortable and enjoyable stay.**

If you have any questions, please contact us at

+123-456-7890

larana@resort.com