

# Hotel Reservation Confirmation

Dear [Guest Name],

Thank you for choosing to stay with us. Your reservation has been confirmed.

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## Reservation Details

Reservation Number:	[Reservation Number]
Guest Name:	[Guest Name]
Check-in Date:	[Check-in Date]
Check-out Date:	[Check-out Date]
Room Type:	[Room Type]
Number of Guests:	[Number of Guests]

## Hotel Information

Hotel Name:	[Hotel Name]
Address:	[Hotel Address]
Phone:	[Hotel Phone]
Email:	[Hotel Email]

## Notes

- Check-in is available from [Check-in Time].
- Check-out time is [Check-out Time].
- Please inform us in advance of your expected arrival time.
- If you have any special requests or require assistance, please contact us.

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We look forward to welcoming you.

Best regards,  
[Hotel Name] Team