June 1st, 2016

To Manager of Marketing and Service Department

Bali Cucok Hotel

Jalan Arwana Indah 5 No.1

Denpasar, Bali

Dear Madam/ Sir,

We would like to book 1 ballroom and 30 rooms at your hotel for my cousin wedding, starting from July 20-23th, 2016. Please prepare the ballroom with wedding décor which like an A Package, the buffet for 100 person, One suite room for the bride room and 29 room with double bed. And for your information, our group will arrive at 20.00 p.m at your hotel.

Please kindly to check our reservation and send us a confirmation letter with the detail of the total price quickly to 08490289784 or email setiawandedi@email.com.

Best Regards,

Dedi Setiawan