

Quick Catering Proposal Email for Last-Minute Request

Subject: Immediate Catering Proposal for Upcoming Event

Hi [Recipient Name],

I understand your event is scheduled for [date], and we are ready to provide catering services on short notice. Our menu includes [highlights] and can be tailored to your guests'™ preferences. We can manage setup, service, and cleanup efficiently. Please let me know your approval so we can confirm arrangements immediately.

Looking forward to your response.

Best,

[Your Name]

[Catering Company Name]

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