

Provisional Reservation Confirmation Email

Subject: Provisional Reservation Acknowledgment

Dear [Guest Name],

We have received your request for a reservation on [Date] at [Time]. This email serves as a provisional confirmation pending final availability.

You will receive a final confirmation within [Time Frame]. Please contact us if you need to make any adjustments in the meantime.

Thank you for choosing [Company Name].

Best regards,

[Sender Name]

[Title]

[Company Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/reservation-confirmation-email>