

[Print on back of card]

[Insert Address]

<<Customer's name>>  
<<Address>>  
<<Address>>  
<<Post Code>>

<<Date>>

Dear <<Customer's name>>,

**Booking Confirmation - <<Name>>**

Thank you for choosing to book a holiday with us. We acknowledge receipt of your deposit of £<<Amount>> and are pleased to confirm your booking.

Accommodation name: <<Name>>

Accommodation address: <<Address>>

Start Date: <<Date>>

Arrival Time: After <<Time>>

End Date: <<Date>>

Check out time: Before <<Time>>

Number of adults: <<Number>>

Number of under 18s: <<Number>>

Number of dogs: <<Number>>

Balance of rent due: £<<Amount>> to be paid in full by <<date>>.

[Security deposit due: £<<Amount>> to be paid in full by <<date>>.]

Should you require any further information, please do not hesitate to contact us.

Yours sincerely,

[On behalf of] <<Owner's name>>

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