

Subject Line: Your Reservation at “Insert Restaurant Name”

[INSERT RESTAURANT LOGO HERE]

Hi [Guest’s Name],

Thank you for booking your table with us! Your reservation for [Number of Guests] people on [Reservation Date and Time] is confirmed. For any changes please call [Restaurant Number].

Your Reservation:

Name: [Guest Name]

Phone Number: [Guest Phone Number]

Email: [Guest Email]

Party Size: [Number of Guests]

Booking Date: [Date]

We look forward to serving you, please don’t hesitate to contact us for any questions or concerns.

All the best,

[Your Name]

[Your Position]

[Contact Details]

**Here is where you can put any extra information such as events, special offers, and deals as well as linking to your social media.**