Dear Mr/Ms. [Guest Name],

Thank you for choosing to stay at [Hotel name] during your recent visit to [location name]. It was a pleasure to have you in our executive suite.

The room B - 405 (mention room number) that you occupied had been renovated recently. We put in a lot of thought to improve the interiors and the room plan. We hope you liked it. A feedback from you will be highly appreciated as that will give us a chance to incorporate further improvements.

We sincerely hope you liked the food at our in-house restaurant. We at (hotel’s name) continuously strive to make the experience of our guests unforgettable. Your comments will be extremely valuable to us.

It will be extremely kind of you to take a moment to fill out the guest feedback form. Our staff could use it to improve the services.

We hope to see you soon during your next visit to (location). Do remember to use the Promo Code (mention code) to avail our exclusive return guest offer when you book a room in our hotel next time.

We would be looking forward to serving you again.

[Manager Name and Signature]