From,

Mr Gomes,

Hotel Manager,

Sea View Hotel,

Maldives

To,

Mr and Mrs Stevenson,

C -12,

Sea View Hotel,

Maldives

Dear Mr and Mrs Stevenson,

I, Mr Gomes, the hotel manager for Sea View Hotel, Maldives, am writing this letter on behalf of the entire working staff of this hotel in order to express the gratitude which we feel for the appreciation which you have conveyed to us. You have been one of the most understanding patrons which the hotel has seen and have supported the hotel staff in making your stay as comfortable as we would have wanted to deliver.

It is seldom that an appreciation is received after all the hard work put in by working staff from various departments of the hotel. The words of appreciation from both of you have been encouraging and we are very grateful for this gesture of yours. I hope that future brings the day when we get the opportunity to serve you again. I wish you all the very best for your health and prosperity in future.

Yours appreciatively,

Mr Gomes