

Reservation reminder

FREE TEMPLATE / EDIT BEFORE SENDING / VERSION 1.0

Editable starting point. Replace every {{placeholder}} and check your real address, links, offer terms and sending permission. Configure and test unsubscribe handling in your own email platform. Nothing is sent by this file.

Subject: Your upcoming visit to {{restaurant_name}}

Preheader: Review your reservation time and where to find us.

We look forward to welcoming you to {{restaurant_name}}. Here is a reminder of the visit information shown in this example.

Date: {{event_date}}. Time: {{event_time}} ({{time_zone}}). Location: {{venue}}.

Need to change your plans? Use the reservation management link below to review your booking and the restaurant's cancellation terms. This template does not connect to a reservation system; replace the example details inside your own sending platform.

Manage reservation: {{primary_url}}

Warmly,
{{sender_name}}

{{sender_address}}
Unsubscribe / message preferences: {{unsubscribe_url}}

WHEN TO USE

Demonstration only. Do not enter personal guest or real reservation records here. Configure genuine reminders and individual booking data inside your reservation or email platform.

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