Secretary of historical socity

Nalanda Senior Secondary School

Bombay

2 March 2021

Director

Global Travels

Bombay

SUBJECT: Enquary regarding a trip planing

Sir

I am Prantik. I have writing this letter after seeing the advatizement you have broadcasted on the telivision channel NewsTV. On behalf of my school, I would like to book a trip to Delhi

Our school, Nalanda Senior Secondary School in Bombay has promised a trip to Delhi to forty students. I as the Secretary of historical socity, have the resposibilaty of booking this trip. Starting the trip on 15th March, our students will travel from Bombay to Delhi in a deluxe bus and come back on 25th. Kindly let me know if you can provide this for us and also inform us with the pricing you would charge us