Dear Loan,

I would like to book a suite in a hotel for 2 nights. From 13th May till 15thMay, please could you make a reservation for a mid-morning flight, returning on the evening of 15th May? While I’m here, I’d like to rent a car for 2 days. Please order a 4 places manual car with tinted windows. In addition I’d like to know if a suitable meeting room for 12 people will be available on 15th May in the morning. Please note that I’m allergic to seafood and I have diabetes. Please send us pricing for all the above.

Please let me know if there are any problems.

Thank you,

Mathéo