

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Date]

[Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well! I am writing to discuss the cake for the upcoming baby shower for [Parent(s) Name] on [Date].

We would love a cake that is not only delicious but also fits the theme of the shower. Here are the details we had in mind:

- **\*\*Flavor:\*\*** [Flavor preference, e.g., vanilla, chocolate, red velvet]

- **\*\*Size:\*\*** [Number of servings]

- **\*\*Design:\*\*** [Brief description of desired design, e.g., color scheme, decorations, theme]

- **\*\*Special Requests:\*\*** [Any dietary considerations or personal touches]

Please let me know if you can accommodate our request, and feel free to suggest any ideas you might have as well. We're excited to celebrate this special occasion and can't wait to see the cake!

Thank you so much for your help!

Warm regards,

[Your Name]

[Your Phone Number]