

Press Tour Confirmation

Dear [Journalist's Name],

We are pleased to confirm your participation in our upcoming press tour for [Event/Product Name]. Below are the details:

- **Date:** [Date]
- **Time:** [Start Time] - [End Time]
- **Location:** [Location]

Please RSVP by [RSVP Date] to ensure your spot. If you have any questions or require further information, feel free to reach out.

Thank you for your interest, and we look forward to seeing you!

Best regards,
[Your Name]
[Your Position]
[Your Company]
[Contact Information]