

Exhibit Confirmation Letter

Date: [Insert Date]

Dear [Exhibitor's Name],

We are pleased to confirm your participation in the [Name of Festival] as an exhibitor. Your exhibit will be displayed from [Start Date] to [End Date] at [Venue Name].

Details of your exhibit are as follows:

- **Exhibit Name:** [Insert Exhibit Name]
- **Exhibit Space:** [Insert Space Number/Location]
- **Setup Time:** [Insert Setup Date & Time]
- **Exhibit Hours:** [Insert Daily Hours]

Please ensure that you adhere to the setup and take-down schedule provided. Should you have any questions, feel free to contact us at [Contact Information].

We look forward to seeing you at the [Name of Festival]!

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Contact Information]