

Travel Exhibition Attendance Confirmation

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Position]

[Company Name]

[Company Address]

Dear [Recipient's Name],

We are pleased to confirm your attendance at the upcoming Travel Exhibition scheduled for [Insert Dates] at [Insert Location]. Your participation is important to us, and we are looking forward to your presence.

Details of the event are as follows:

- Event Name: [Insert Event Name]
- Date: [Insert Dates]
- Location: [Insert Venue]
- Booth Number: [Insert Booth Number]

Please let us know if you have any specific requirements or questions regarding your participation.

We look forward to a successful event together!

Best Regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]