

# Registration Acceptance Letter

Date: [Insert Date]

Dear [Attendee's Name],

We are pleased to inform you that your registration for the [Workshop Title] has been successfully accepted. We are excited to welcome you to the workshop scheduled on [Workshop Date] at [Workshop Location].

Here are the details of the workshop:

- **Date:** [Workshop Date]
- **Time:** [Start Time] - [End Time]
- **Location:** [Workshop Location]
- **Agenda:** [Brief Agenda Overview]

If you have any questions or require further assistance, please do not hesitate to contact us at [Contact Information].

We look forward to seeing you at the workshop!

Best regards,

[Your Name]

[Your Title]

[Organization Name]

[Contact Information]