

Confirmation of Your Participation

Dear [Participant's Name],

Thank you for agreeing to participate in our upcoming focus group. We are pleased to confirm your attendance on [Date] at [Time]. The session will take place at [Location].

Please arrive at least 10 minutes early, and let us know if you have any specific dietary restrictions or preferences.

We appreciate your valuable input and look forward to your participation.

Best regards,

[Your Name]

[Your Title]

[Your Organization]

[Contact Information]