

Confirmation of Tech Training Attendance

Dear [Participant's Name],

We are pleased to confirm your attendance at the upcoming tech training session titled "[**Training Title**]" scheduled for [**Date**] from [**Start Time**] to [**End Time**].

Location: [**Venue/Online Platform**]

Please ensure you bring the necessary materials and any prerequisites as mentioned in our previous communication.

If you have any questions, feel free to reach out to us at [**Contact Information**].

We look forward to your participation!

Best Regards,

[Your Name]

[Your Position]

[Your Company]

[Company Contact Information]