

# Performance Reservation Confirmation

Date: \_\_\_\_\_

To: [Band Name]

From: [Your Venue Name]

Address: [Venue Address]

Email: [Venue Email]

Phone: [Venue Phone]

Dear [Band Name],

We are pleased to inform you that your request for a performance at [Your Venue Name] has been confirmed. Below are the details of your reservation:

- **Performance Date:** [Date]
- **Start Time:** [Start Time]
- **End Time:** [End Time]
- **Venue Address:** [Venue Address]
- **Compensation:** [Agreed Amount]
- **Additional Requirements:** [Specify any requirements]

We look forward to hosting you and believe this will be a successful event for both parties. Please confirm your acceptance of this reservation by signing below and returning this letter.

Best regards,

[Your Name]

[Your Position]

[Your Venue Name]

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Signature (Band Representative)