

Confirmation of Public Speaking Engagement

Date: [Insert Date]

[Speaker's Name]
[Speaker's Address]
[City, State, Zip Code]

Dear [Speaker's Name],

We are pleased to confirm your public speaking engagement at [Church Name] on [Date of Event] at [Time]. We are excited to have you share your insights on [Topic/Theme] with our congregation.

Details of the engagement are as follows:

- **Event Title:** [Event Title]
- **Location:** [Church Address]
- **Expected Duration:** [Duration]
- **Audience Size:** [Estimated Number of Attendees]

If you have any specific requirements or requests, please let us know, and we will do our best to accommodate them.

Thank you once again for agreeing to speak at our church. We look forward to your message and the inspiration it will bring to our community.

Blessings,
[Your Name]
[Your Position]
[Church Name]
[Contact Information]