

Exhibition Participation Confirmation

Dear [Recipient's Name],

We are pleased to confirm your participation in the upcoming [Name of Exhibition] taking place from [Start Date] to [End Date] at [Venue/Location].

Your organization, [Organization's Name], has been selected to exhibit its valuable work and contributions to [specific field or cause]. We believe that your presence will greatly enrich the event.

Enclosed with this letter are the details of the exhibition, including:

- Booth number: [Booth Number]
- Exhibition schedule: [Schedule Details]
- Setup instructions: [Instructions]

If you have any questions or require further information, please do not hesitate to reach out to us at [Contact Information]. We look forward to your participation!

Thank you for your commitment to [the cause].

Sincerely,

[Your Name]
[Your Position]
[Organization's Name]
[Contact Information]