

Volunteer Availability Confirmation

Date: [Insert Date]

Dear [Volunteer Name],

Thank you for your willingness to participate in our upcoming fundraising activities. We are pleased to confirm your availability as follows:

- **Event:** [Event Name]
- **Date:** [Event Date]
- **Time:** [Start Time] to [End Time]
- **Location:** [Event Location]
- **Role:** [Volunteer Role]

Your support is crucial to the success of our fundraising efforts, and we appreciate your commitment to help. If you have any questions or need further information, please do not hesitate to reach out.

Thank you once again for your dedication and enthusiasm!

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]