

Verification of Training Seminar Attendance

Date: [Insert Date]

To Whom It May Concern,

This letter is to confirm that **[Participant's Name]**, holding the position of **[Participant's Position]** at **[Organization's Name]**, attended the training seminar titled **[Seminar Title]**.

The seminar took place on **[Seminar Date]** at **[Location]**, and was organized by **[Organizer's Name]**. The duration of the seminar was **[Duration]** hours.

We appreciate the participant's commitment to professional development and their contribution to our training program.

For any further information, please feel free to contact us.

Sincerely,

[Your Name]

[Your Position]

[Organization's Name]

[Contact Information]