

Confirmation of Involvement

Date: [Insert Date]

To: [Recipient Name]

[Recipient Title]

[Organization Name]

[Address]

Dear [Recipient Name],

I am writing to formally confirm my involvement in the upcoming music show scheduled for [insert date] at [insert venue]. I am excited to contribute to the event and support the vision of promoting local talent.

As discussed, I will be responsible for [insert responsibilities or roles]. I look forward to working closely with the team to ensure a successful show.

If you have any further instructions or need additional information, please feel free to reach out.

Thank you for the opportunity, and I look forward to being part of this exciting event.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]