

Exhibition Booth Location Confirmation

Dear [Attendee Name],

We are pleased to confirm your booth location for the upcoming [Exhibition Name] scheduled on [Dates] at [Venue Name].

Your Booth Details:

- **Booth Number:** [Booth Number]
- **Booth Size:** [Booth Size]
- **Location:** [Location within the venue]

Please ensure to set up your booth by [Setup Date and Time]. If you have any questions or require further assistance, feel free to contact us at [Contact Information].

We look forward to seeing you at the exhibition!

Best regards,

[Your Name]

[Your Job Title]

[Company Name]

[Company Contact Information]