

Confirmation of Attendance

Dear [Recipient's Name],

Thank you for your interest in the upcoming Volunteer Brainstorming Event scheduled for [Date] at [Time]. We are excited to confirm your attendance.

The event will take place at [Location]. During this gathering, we will discuss various ideas and initiatives to enhance our volunteer programs and make a greater impact in the community.

Please feel free to bring any thoughts or proposals you would like to share.

We look forward to seeing you there!

Best regards,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]