

# Confirmation of Participation in Alumni Reunion

Dear [Alumni Name],

We are excited to confirm your participation in the upcoming alumni reunion scheduled for [Date] at [Location]. We look forward to reconnecting with you and celebrating our shared memories.

Please let us know if you have any dietary restrictions or special requirements. We encourage you to bring along a few photos from your time at [School/University] to share with your fellow alumni.

Thank you for being a valued member of our alumni community. We can't wait to see you!

Best regards,

[Your Name]

[Your Position/Title]

[School/University Name]

[Contact Information]