

Confirmation of Intent to Join Seminar

Date: [Insert Date]

To: [Organizer's Name]

[Organizer's Title]

[Organizer's Organization]

[Organizer's Address]

Dear [Organizer's Name],

I am writing to formally confirm my intent to join the seminar titled "[Seminar Title]" scheduled for [Date] at [Location]. I am excited about the opportunity to participate and learn from the esteemed speakers and fellow attendees.

Thank you for organizing this event. Please let me know if there are any further details or requirements you need from me prior to the seminar.

Best regards,

[Your Name]

[Your Title]

[Your Organization]

[Your Email]

[Your Phone Number]