

Event Safeguarding Service Confirmation

Date: [Insert Date]

To: [Recipient's Name]

Address: [Recipient's Address]

Dear [Recipient's Name],

We are pleased to confirm our safeguarding services for the upcoming event titled **[Event Name]** scheduled for **[Event Date]** at **[Event Location]**.

Our team will be dedicated to ensuring a safe and secure environment for all participants, including:

- Risk Assessments
- Training for Staff and Volunteers
- Incident Reporting Procedures
- 24/7 Support During the Event

If you have any questions or require further information, please do not hesitate to contact us at **[Contact Information]**.

Thank you for entrusting us with the safety of your event.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Contact Information]