

# Author Appearance Confirmation

Date: [Insert Date]

To: [Insert Recipient's Name]

From: [Your Name]

Subject: Confirmation of Appearance for Book Signing Event

Dear [Recipient's Name],

I am writing to formally confirm my appearance at the upcoming book signing event scheduled for [Insert Date] at [Insert Location]. I am excited to meet my readers and discuss my latest book, [Insert Book Title].

Please let me know if there are any specific arrangements or requirements you would like me to prepare for the event.

Thank you once again for this opportunity. I look forward to an engaging and delightful event.

Best regards,

[Your Name]

[Your Contact Information]