

Event Tour Schedule Notification

Dear [Recipient's Name],

We are excited to announce the upcoming tour schedule for [Author's Name]. Below is the list of events where you can catch [him/her/them] live:

Tour Dates:

- **Date:** [Date 1] - **Location:** [Location 1]
- **Date:** [Date 2] - **Location:** [Location 2]
- **Date:** [Date 3] - **Location:** [Location 3]
- **Date:** [Date 4] - **Location:** [Location 4]

Each event will include a reading, Q&A session, and book signing. We encourage you to RSVP as soon as possible due to limited seating!

For any inquiries, please contact us at [Contact Information].

Thank you, and we hope to see you there!

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

[Organization Contact Information]