

Author Signing Event Notification

Dear [Author's Name],

We are excited to inform you that your author signing event has been scheduled. Below are the details for the event:

- **Date:** [Insert Date]
- **Time:** [Insert Time]
- **Location:** [Insert Venue Name and Address]
- **Book(s) to be signed:** [Insert Book Title(s)]

Please confirm your availability for the above date and let us know if you have any specific requirements for the event.

We look forward to a successful signing event!

Best regards,

[Your Name]

[Your Position]

[Your Organization]

[Contact Information]