

Travel Schedule Verification

Date: [Insert Date]

To Whom It May Concern,

This is to verify the travel schedule of [Author's Name], who is set to travel as part of their promotional activities for [Book Title/Title of Event]. Please find below the details of the travel itinerary:

Travel Itinerary

- **Departure:** [Departure City] on [Departure Date] at [Departure Time]
- **Destination:** [Destination City]
- **Return:** [Return City] on [Return Date] at [Return Time]

If you require any further information or clarification regarding the travel schedule, please feel free to contact me at [Your Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title/Organization]

[Your Contact Information]