Validation of Enrollment

Date: [Insert Date]

To Whom It May Concern,

This letter serves to confirm that [Participant's Name] has successfully enrolled in the [Name of Training Workshop] scheduled for [Start Date] to [End Date] at [Location].

The details of the workshop are as follows:

• Workshop Title: [Title]

• Date: [Dates]

Time: [Start Time] - [End Time]Venue: [Venue Name and Address]

For any further inquiries, please contact [Contact Information]. We look forward to a successful workshop.

Best Regards,

[Your Name]
[Your Position]
[Organization Name]
[Contact Information]