

Confirmation of Participation

Date: [Insert Date]

[Recipient Name]

[Title]

[Embassy Name]

[Embassy Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are pleased to confirm the participation of [Embassy Name] in the upcoming academic event, [Event Name], scheduled to take place on [Event Date] at [Event Venue/Location]. We greatly appreciate your commitment to collaborate and contribute to this significant gathering.

Details of the event are as follows:

- **Event Title:** [Event Title]
- **Date:** [Event Date]
- **Time:** [Start Time] - [End Time]
- **Venue:** [Venue Name and Address]
- **Agenda:** [Brief Agenda Overview]

We look forward to your participation and are excited about the valuable insights you will bring to the discussions. Please do not hesitate to reach out if you need any further information.

Thank you once again for your support, and we look forward to seeing you at the event.

Sincerely,

[Your Name]

[Your Title]

[Your Institution/Organization]

[Contact Information]