

# Congratulations!

Dear [Actor's Name],

We are thrilled to inform you that you have been selected for the ensemble cast of our upcoming production of *[Production Title]*. Your audition showcased your exceptional talent, and we are excited to have you join us.

Rehearsals will begin on [Start Date] at [Location], and we will meet every [Rehearsal Days] from [Rehearsal Time]. Please confirm your acceptance by [Acceptance Deadline].

We can't wait to see you bring your unique flair to our show!

Best regards,

[Director's Name]

[Theatre Company Name]

[Contact Information]