

# Engagement Confirmation for Recruitment Session

Date: [Insert Date]

Dear [Recipient's Name],

We are pleased to confirm your engagement for our upcoming recruitment session scheduled for [Insert Date] at [Insert Location/Platform]. We appreciate your participation and look forward to your contribution in this important event.

Details of the session are as follows:

- Date: [Insert Date]
- Time: [Insert Time]
- Location: [Insert Location/Platform]
- Duration: [Insert Duration]

Please confirm your attendance by replying to this email by [Insert Confirmation Deadline]. If you have any questions or need any further information, feel free to reach out.

Thank you for your collaboration, and we look forward to an engaging session.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]