

Confirmation of Participation

Date: [Insert Date]

Dear [Recipient's Name],

We are pleased to confirm your participation in the upcoming Religious Leaders Conference scheduled for [insert date] at [insert location]. Your presence and insights will be invaluable as we gather to discuss important matters affecting our communities.

Please find the details of the conference below:

- **Date:** [Insert Conference Date]
- **Time:** [Insert Start and End Time]
- **Venue:** [Insert Venue Name and Address]
- **Agenda:** [Insert Brief Agenda Points]

We kindly ask you to confirm your attendance by [insert confirmation deadline]. If you have any dietary restrictions or require special accommodations, please do not hesitate to inform us.

Thank you for your commitment to our shared mission. We look forward to your participation.

Warm regards,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]