

Confirmation of Safety Training Attendance

Dear [Recipient's Name],

We are pleased to confirm your attendance at the Safety Training scheduled for [date] at [time].
The training will take place at [location].

Please find below the details of the training session:

- **Training Topic:** [Training Topic]
- **Duration:** [Duration]
- **Trainer:** [Trainer's Name]
- **Materials to Bring:** [Materials]

We appreciate your commitment to safety and look forward to seeing you there.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]