

Notification of Attendance

Date: [Insert Date]

Dear [Recipient's Name],

We are pleased to notify you that you have successfully registered for the upcoming Estate Planning Workshop. Below are the details of the event:

Event Details:

Date: [Insert Workshop Date]

Time: [Insert Start Time] - [Insert End Time]

Location: [Insert Venue/Address]

Speaker: [Insert Speaker's Name]

Please arrive 15 minutes early to allow time for check-in. We encourage you to bring any questions you may have regarding your estate planning goals.

Thank you for your interest in our workshop! We look forward to seeing you there.

Warm regards,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]