

# Confirmation of Author Event Book Signing

Date: [Insert Date]

To: [Author's Name]

From: [Publisher's Name]

Subject: Confirmation of Book Signing Event

Dear [Author's Name],

We are pleased to confirm your participation in the upcoming book signing event scheduled for [Date] at [Location]. This event is supported by [Publisher's Name], and we are excited to promote your latest book, [Book Title].

Details of the event are as follows:

- **Event Date:** [Insert Date]
- **Event Time:** [Insert Time]
- **Location:** [Insert Venue Name and Address]
- **Expected Attendees:** [Insert Number]

Please let us know if you have any special requirements or if you would like to discuss further promotional activities.

Thank you for being a valuable part of our publishing family. We look forward to a successful event!

Sincerely,

[Your Name]

[Your Title]

[Publisher's Name]

[Contact Information]