

RSVP Confirmation

Dear [Guest's Name],

Thank you for your response regarding your attendance at [Event Name] on [Event Date]. We are pleased to confirm that your RSVP has been received.

Event Details:

- Date: [Event Date]
- Time: [Event Time]
- Location: [Event Location]

We look forward to celebrating with you!

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]