

Event Conduct Guidelines Acceptance

Dear [Recipient's Name],

We are pleased to confirm your participation in the upcoming [Event Name], scheduled for [Date] at [Location]. As a participant, we kindly request that you acknowledge and accept the following conduct guidelines to ensure a successful and enjoyable event for all.

Conduct Guidelines:

1. Respect all attendees, speakers, and staff members.
2. Maintain a professional demeanor at all times.
3. Follow safety protocols and guidelines as directed.
4. No harassment or discriminatory behavior will be tolerated.
5. Adhere to the schedule and be punctual for your sessions.

By signing below, you agree to abide by these guidelines during the event.

[Your Name]

[Your Title/Position]

[Signature]

Date: _____

Thank you for your cooperation and support. We look forward to a successful event!

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Contact Information]