

Seating Plan Confirmation

Dear [Recipient's Name],

We are pleased to confirm your seating arrangements for the upcoming event, [Event Name], scheduled for [Event Date] at [Event Venue]. Below are the details of your seating plan:

Seating Details

- **Table Number:** [Table Number]
- **Seat Number:** [Seat Number]
- **Guest Name(s):** [Guest Name(s)]

If you have any questions or require further assistance, please do not hesitate to contact us at [Contact Information].

We look forward to seeing you at the event!

Best regards,
[Your Name]
[Your Position]
[Organization Name]
[Contact Information]