

# Seating Arrangement for Our Upcoming Gathering

Dear [Recipient's Name],

We are excited to inform you about the seating arrangement for our upcoming gathering on [Date] at [Location]. Below are the details of your assigned seat:

## Seating Details

- **Table Number:** [Table Number]
- **Seat Number:** [Seat Number]
- **Attendees at Your Table:**
  - [Attendee 1]
  - [Attendee 2]
  - [Attendee 3]

We look forward to seeing you and enjoying a wonderful evening together!

Best Regards,

[Your Name]

[Your Position]

[Your Organization]