

Reminder: Conference Participant Rules

Dear [Participant's Name],

As we approach the upcoming conference, we want to remind you of the important rules and guidelines for all participants.

Participant Rules:

- Please be respectful and courteous to all speakers and attendees.
- Keep your mobile devices on silent mode during sessions.
- Adhere to the scheduled timings for each session.
- Participate actively but allow equal opportunity for others to contribute.
- Follow the dress code as specified in our guidelines.

Your cooperation is essential for a successful conference experience for everyone. If you have any questions or concerns, feel free to reach out.

Thank you, and we look forward to seeing you at the conference!

Best regards,
[Your Name]
[Your Position]
[Conference Name]