

# Conference Workshop Registration Confirmation

Dear [Participant's Name],

Thank you for registering for the [Workshop Title] scheduled on [Date] at [Location]. We are excited to have you join us.

Your registration details are as follows:

- Workshop Title: [Workshop Title]
- Date: [Date]
- Time: [Start Time] to [End Time]
- Location: [Venue Address]
- Registration ID: [Registration ID]

Please arrive at least 15 minutes early to complete the check-in process.

If you have any questions, feel free to contact us at [Contact Information].

We look forward to seeing you!

Best regards,

[Your Name]  
[Your Position]  
[Organization Name]