

Dear [Conference Organizer's Name],

I hope this message finds you well. I am writing to inquire about the contact number for the upcoming [Name of the Conference] taking place on [Date]. I want to ensure that I have the correct contact details for any potential questions or issues prior to the event.

Could you please verify the contact number for me? I appreciate your assistance and look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]