

Dear [Participant's Name],

We hope this message finds you well. We are reaching out to remind you of the registration fee for the upcoming charity event, [Event Name], scheduled for [Event Date].

Your contribution is vital for the success of this event, as it will support [mention the cause or charity]. The registration fee is [amount], and we kindly ask that it be submitted by [deadline date].

You can make your payment via [payment method details]. If you have already submitted your registration fee, please ignore this reminder and accept our gratitude.

Thank you for your continued support and dedication to making a difference. We look forward to seeing you at the event!

Warm regards,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]