

Charity Event Entertainment Booking Confirmation

Date: [Insert Date]

To: [Performer/Agency Name]

Address: [Performer/Agency Address]

Dear [Performer/Agency Name],

We are pleased to confirm your booking for our upcoming charity event, [Event Name], on [Event Date], at [Event Venue]. We appreciate your support in helping us raise funds for [Charity Name].

Booking Details

- **Type of Performance:** [Type of Act]
- **Performance Duration:** [Duration]
- **Start Time:** [Start Time]
- **Compensation:** [Compensation Amount]

Please confirm your availability for this date and let us know if you have any specific requirements.

Thank you for contributing to our cause. We look forward to an exciting event!

Best Regards,

[Your Name]

[Your Title]

[Organization Name]

[Contact Information]