

Entertainment Act Booking Confirmation

Date: [Insert Date]

To: [Artist/Act Name]
[Artist/Act Contact Information]

Dear [Artist/Act Name],

We are pleased to confirm your booking for the upcoming [Festival Name] scheduled on [Festival Dates] at [Festival Location]. We have reviewed your performance details and are excited to have you as a key act for our event.

Event Details

- **Performance Date:** [Insert Performance Date]
- **Performance Time:** [Insert Performance Time]
- **Performance Duration:** [Insert Duration]
- **Stage Location:** [Insert Stage Location]

Payment Information

You will receive a fee of [Insert Amount] payable via [Insert Payment Method] before or on the day of the event.

Technical Requirements

We will provide the following technical support:

- [List Technical Requirements]

Contact Information

Please feel free to contact us at [Insert Contact Information] for any inquiries or special requests.

We are looking forward to an unforgettable performance!

Best regards,

[Your Name]
[Your Position]
[Festival Name]
[Your Contact Information]