

Entertainment Act Booking Confirmation

Date: [Insert Date]

To: [Entertainers Name]

[Entertainers Address]

[City, State, Zip Code]

Dear [Entertainers Name],

We are pleased to confirm your booking for our upcoming school event, [Event Name], scheduled for [Event Date] at [Event Venue]. We are excited to have you as part of our entertainment lineup.

Details of the booking are as follows:

- Performance Start Time: [Insert Time]
- Performance Duration: [Insert Duration]
- Payment Amount: [Insert Payment]
- Contact Person: [Insert Contact Name]
- Contact Number: [Insert Contact Number]

Please confirm your acceptance of this booking by signing below and returning a copy of this letter to us.

Thank you for being a part of our event, and we look forward to an exciting performance!

Sincerely,

[Your Name]

[Your Title]

[School Name]

[School Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Accepted by: _____

Date: _____