

Featured Acts Approval

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are pleased to inform you that your act, [Act Name], has been selected as a featured performance for our upcoming event, [Event Name], scheduled to take place on [Event Date].

Your act aligns perfectly with our theme, and we believe it will greatly enhance the experience for our audience.

As a featured act, you will receive the following:

- Performance Slot: [Performance Time]
- Promotional Support: [Details]
- Compensation: [Details]

Please confirm your acceptance of this opportunity by [Response Deadline]. If you have any questions, feel free to reach out to us at [Contact Information].

We look forward to your performance!

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]