

# Lineup Details Approval

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company]

[Recipient's Address]

Dear [Recipient's Name],

We are pleased to submit the details of the proposed lineup for [Event Name] scheduled on [Event Date]. Please find the details below for your approval:

## Proposed Lineup:

- [Artist/Band Name 1] - [Performance Time]
- [Artist/Band Name 2] - [Performance Time]
- [Artist/Band Name 3] - [Performance Time]

We believe this lineup will provide an amazing experience for our audience. Kindly review the details and provide your approval at your earliest convenience.

Thank you for your attention, and we look forward to your favorable response.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]