

# Performance Lineup Verification

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

This letter serves to verify the confirmed lineup for the upcoming performance scheduled on [Insert Date of Event]. The following details outline the artists and their respective performance times:

- **Artist 1 Name** - [Time Slot]
- **Artist 2 Name** - [Time Slot]
- **Artist 3 Name** - [Time Slot]
- **Artist 4 Name** - [Time Slot]

Please confirm your acceptance of this lineup and do not hesitate to reach out if there are any questions or further adjustments needed.

Thank you for your attention and collaboration.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]