

Confidential Guest List Acknowledgment

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are writing to acknowledge the receipt of the confidential guest list for the upcoming [Event Name] scheduled on [Event Date]. We appreciate your cooperation and commitment to maintaining the confidentiality of this list.

Please note that the information contained in the guest list is highly sensitive and should be treated with the utmost discretion. Unauthorized sharing or distribution of this list is strictly prohibited.

Thank you for your understanding and support. Should you have any questions, please do not hesitate to reach out.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization]

[Contact Information]