

Advisory Appointment Confirmation

Dear [Advisor's Name],

We are pleased to confirm your appointment as an advisor for [Project/Program Name]. Below are the details of the appointment:

- **Advisor Name:** [Advisor's Name]
- **Position:** [Position Title]
- **Start Date:** [Start Date]
- **End Date:** [End Date]
- **Meeting Frequency:** [e.g., Bi-weekly, Monthly]
- **Contact Information:** [Email/Phone]

Please feel free to reach out if you have any questions or require further information.

Looking forward to a successful collaboration.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Contact Information]