

Confirmation of Advisory Discussion

Dear [Recipient's Name],

We are pleased to confirm your scheduled advisory discussion with [Advisor's Name] on [Date] at [Time]. The meeting will take place at [Location/Platform].

Please feel free to prepare any questions or topics you would like to discuss during the meeting.

We look forward to the conversation!

Best regards,

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]