

Workshop Registration Confirmation

Dear [Team Leader's Name],

We are pleased to confirm your team's registration for the upcoming workshop titled "[Workshop Title]" scheduled for [Date] at [Location].

Below are the details of your registration:

- **Team Name:** [Team Name]
- **Participants:**
 - [Participant 1 Name]
 - [Participant 2 Name]
 - [Participant 3 Name]
- **Start Time:** [Start Time]
- **End Time:** [End Time]
- **Topics Covered:** [Topics]

Please ensure that all participants arrive at least 15 minutes early for registration. Lunch and materials will be provided.

If you have any questions or require further information, feel free to contact us at [Contact Information].

Thank you for your registration. We look forward to seeing your team at the workshop!

Best regards,
[Your Name]
[Your Position]
[Company Name]
[Contact Information]