

Cockpit Visitor Guidelines Confirmation

Date: [Insert Date]

To: [Visitor's Name]

Subject: Confirmation of Cockpit Visitor Guidelines

Dear [Visitor's Name],

Thank you for your interest in visiting the cockpit during your upcoming flight on [Flight Number]. We are pleased to confirm your visit and would like to outline the cockpit visitor guidelines to ensure a safe and enjoyable experience.

Guidelines:

- All visitors must wear a visitor badge at all times.
- No photographic or video recording is allowed in the cockpit.
- Please remain seated and refrain from distracting the flight crew.
- Follow all instructions given by the flight crew.
- Visitors must be at least [age requirement] years old.

If you have any questions or need further information, please do not hesitate to contact us at [Contact Information]. We look forward to welcoming you aboard!

Best Regards,

[Your Name]

[Your Position]

[Company Name]