

Confirmation of Involvement in Charity Event

Date: [Insert Date]

[Restaurant Name]

[Restaurant Address]

[City, State, Zip Code]

Dear [Restaurant Manager's Name],

We are pleased to confirm your restaurant's involvement in the upcoming charity event, [Event Name], which will take place on [Event Date] at [Event Location]. Your generous contribution of [describe contribution, e.g., food donation, catering services] will play a vital role in the success of this event.

The funds raised will support [brief description of the charity or cause], and we are thrilled to have your restaurant as a crucial partner in making a difference in our community.

We will keep you updated with any further details regarding the event, including setup times and promotional activities. Should you have any questions or require additional information, please do not hesitate to reach out to us at [Your Contact Information].

Thank you once again for your generosity and support. We look forward to working with you to create a memorable event.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

[Organization Contact Information]