

Confirmation of Attendance

Date: _____

Dear [Recipient's Name],

We are pleased to confirm your attendance at the upcoming dedication ceremony for [Event/Location Name] taking place on [Date] at [Time]. The ceremony will be held at [Venue/Address].

We appreciate your participation and look forward to celebrating this special occasion together.

Warm regards,

[Your Name]

[Your Title]

[Your Organization]

[Contact Information]