

Technology Expo Booth Reservation Confirmation

Dear [Recipient's Name],

We are pleased to confirm your booth reservation for the upcoming Technology Expo scheduled on [Event Dates] at [Event Location]. Below are the details of your reservation:

Booth Details:

- **Booth Number:** [Booth Number]
- **Booth Size:** [Booth Size]
- **Package Type:** [Package Type]

Payment Information:

Total Amount: \$[Total Amount]

Payment Due Date: [Due Date]

Contact Information:

If you have any questions or require further assistance, please feel free to reach out to us at [Contact Email] or [Contact Phone Number].

Thank you for your participation in the Technology Expo. We look forward to seeing you there!

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Company Address]

[Company Phone Number]