

Confirmation of Participation

Dear [Corporate Partner's Name],

We are thrilled to confirm your participation in our upcoming promotional event, [Event Name], scheduled for [Date] at [Location].

Your involvement is crucial to the success of this event, and we are excited to have [Company Name] as one of our esteemed partners.

Please find the event details below:

- **Date:** [Event Date]
- **Time:** [Start Time] - [End Time]
- **Venue:** [Venue Name & Address]
- **Agenda:** [Brief Agenda Overview]

We would appreciate your confirmation of any specific requirements or materials you would like to showcase during the event.

Thank you for your continued partnership. We look forward to a successful event!

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