

Confirmation of Participation

Date: [Insert Date]

Dear [Participant's Name],

We are pleased to confirm your participation in the Utility Safety Workshop scheduled for [Insert Date] at [Insert Venue]. The workshop will begin at [Insert Start Time] and is expected to conclude at [Insert End Time].

This workshop aims to enhance your knowledge and skills in utility safety protocols and practices. Please find the agenda attached for your reference.

Should you have any questions or require further information, please do not hesitate to contact us at [Insert Contact Information].

We look forward to your participation.

Best regards,

[Your Name]

[Your Position]

[Your Organization]

[Contact Information]