

Heartfelt and appreciative tone

Subject: Confirmation of Your Role at Our Charity Event

Dear [Speaker Name],

We are thrilled to confirm your presence as a guest speaker at our charity fundraiser on [Date]. Your participation will greatly inspire attendees and support our cause [Brief Cause Description].

Thank you for agreeing to contribute your time and knowledge. We are excited to welcome you and share this meaningful event with our community.

Warm regards,

[Organizer Name]

[Charity Organization]

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