

Confirming participation in a professional conference

Subject: Confirmation of Attendance at [Conference Name]

Dear [Organizer Name],

I am pleased to confirm my attendance at [Conference Name] taking place on [Date] at [Venue]. I appreciate the opportunity to engage with fellow professionals and contribute to the discussions.

Thank you for the invitation.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

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