Informal Training Confirmation Email for Workshop

Subject: You're Confirmed for [Workshop Name]!
Hi [Participant's Name],
Great news! Your spot for the [Workshop Name] on [Date] at [Time] is confirmed.
Please make sure to check in at the registration desk 10 minutes before start time.
See you there!
Cheers,
[Your Name]
[Organization Name]

Get more templates here: https://www.lettersandtemplates.com/letters/training-confirmation-letter