

Provisional Volunteer Confirmation Letter

Subject: Provisional Confirmation of Volunteer Assignment

Dear [Volunteer Name],

This letter serves as a provisional confirmation of your volunteer engagement for [Event/Organization Name] as [Role/Task]. Final assignment and details will be confirmed closer to [Date/Event].

Please remain available and check your email regularly for updates.

Thank you for your willingness to contribute.

Sincerely,

[Organizer Name]

[Organization Name]

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